

Tohoku University's Policy on Stating Affiliations with respect to Research Results

Approved by the President on June 10, 2025

1. Overview

Since its founding, Tohoku University (referred to hereafter as "the university") has been earning international acclaim for its academic achievements. To solidify our position among the world's top research universities and truly become a "University for International Research Excellence," it's crucial to significantly boost the visibility of our outstanding research results both in Japan and worldwide.

A key part of achieving this visibility is ensuring that all research results are clearly and consistently attributed to Tohoku University. This policy outlines a standardized approach for stating affiliations, which will enhance the overall visibility of our research environment and, foremost, the research activities of our university members, thereby bolstering the collective strength of our university's entire research enterprise.

2. Scope of Application

- (1) This policy applies to all individuals engaged in the university's research activities (faculty members, visiting scholars, research students, students, etc.) regardless of their employment status.
- (2) This policy also applies to individuals to whom the Cross-Appointment System applies and to individuals engaged in conducting the university's research activities through Affiliate Professor Agreement and outsourcing contracts, etc.
- (3) Researchers who were previously affiliated with the university and who are publishing research results from their time at this university are also encouraged to state their affiliation to this university.
- (4) This policy applies to all forms of research outcomes related to the university's research activities.

3. Indicating the Name of the University

- (1) In principle, the following official names shall be used for the university's research outcomes, and especially for publications:

In Japanese: 東北大学

In English: Tohoku University

- (2) The university's name in English shall not be translated into other languages (e.g., Université du Tōhoku in French); 'Tohoku University' shall be used.

(3) If there is a limit on the number of characters that can be used, the abbreviation ‘Tohoku Univ.’ may be used (the Japanese equivalent would be 東北大), but the full official name should be used if at all possible.

4. Stating Detailed Information on Affiliations

(1) Unless restrictions have been put in place, for instance by the journal publishing the research results, the name of the department to which the author is affiliated (such as the graduate school, institute, or center), as well as the name of any departments to which the author was affiliated at the time the research was carried out, shall be stated in addition to the university’s name.

* Example: Department of Applied Chemistry, Graduate School of Engineering, Tohoku University

In Japanese: 東北大学 工学研究科 応用化学専攻

(2) When stating the name of the department, please ensure the use of the official English name. It is also recommended that any abbreviated name be used in addition. Furthermore, if the faculty and department to which the author belongs are both indicated, but there is a character limit, the department should be given priority.

* Example.1: Institute for Materials Research (IMR), Tohoku University

In Japanese: 東北大学 金属材料研究所

* Example.2:

The official English name: Department of Physics, Graduate School of Science, Tohoku University

If there is a character limit: Department of Physics, Tohoku University

In Japanese: 東北大学 理学研究科 物理学専攻

* Please ensure that you refer to the list of Organizations on the following website, ‘Tohoku University Glossary of Organizations’ for the English names of each department:

<https://sup.bureau.tohoku.ac.jp/en/soshiki/>

5. Multiple Affiliations

(1) In principle, individuals with more than one affiliation at the university, for instance due to having concurrent posts, etc., should list the main affiliated departments where they conducted their research in order of importance. However, this does not apply if there are restrictions in place due to separate contracts, etc. (for instance, research contracts as part of competitive funding systems, outsourcing, etc.).

(2) In principle, if Tohoku University is the primary affiliation, or if the research activities that led to the research results were conducted primarily at the university, ‘Tohoku University’ shall be stated first.

* Example: Author's Name^{1,2}

¹ Department of Physics, Graduate School of Science, Tohoku University

² B, Secondary Affiliation

(3) Individuals affiliated with other institutions shall also state the name of those institutions.

6. Contact Information

In principle, contact information for the university's research outcomes should include official university email addresses (@tohoku.ac.jp).

7. Other Matters

This policy provides guidelines for use within the university and does not negate or diminish the diversity of cultures that exist across various academic fields.

8. Supplementary Provisions

This policy shall come into effect on June 10, 2025.