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Japan System Techniques Co., Ltd.

New RPA Utilization Model for Faster University DX by JAST and Aichi Gakuin University

—Confirmed expected reduction in annual working time of more than 250 hours—

Japan System Techniques Co., Ltd. (Head office: Kita-ku, Osaka; President and CEO: Taku Hirabayashi; JAST) and Aichi Gakuin University (Location: Nisshin-shi, Aichi; President: Bunki Kimura) have jointly completed a project for building a new model for the use of a robotic process automation (RPA) tool specifically for university administrative procedures. This project used an RPA RK Series developed by KEYENCE CORPORATION (Head office: Higashiyodogawa-ku, Osaka; President: Tetsuya Nakano; KEYENCE).



From left: Megumi Kato, Information Support Section, Aichi Gakuin University; Hiroaki Tsukamoto, Manager, Information Support Section, Aichi Gakuin University; Gijo Yamada, Director, Nisshin Campus Administration Office, Aichi Gakuin University; Takaaki Fukushima, Director, University Administration, Aichi Gakuin University; Kenji Nojima, General Manager, GAKUEN Business Division, JAST; Mayo Okumura, Manager, Product Support Section, Product Support Department, JAST; Takumu Okano, Sales Department, JAST

■ Background

The volume of work for the staff of Aichi Gakuin University has been growing due to the increasing diversity of the tasks they perform. At the same time, the university must deal with structural problems like labor shortage, the need to prevent working too long, and the many procedures that require paper documents and Excel. Most significant is the growth in the volume of work caused by the large amount of routine work that uses the same procedures repetitively.

The university has been using macros, Access and other tools to solve these problems. However, the adoption of these tools requires programming expertise as well as time for people to become accustomed to using the tools.

This project uses an RPA tool made by KEYENCE CORPORATION that requires no programming and comes with thorough support at no cost. The primary advantage is big reductions in expenditures and time needed to start using this tool and gain a complete understanding of its functions and capabilities.

■ Overview

JAST and Aichi Gakuin University conducted a study to determine the types of administrative tasks covered by JAST's GAKUEN Series, a strategic university management system, that are suitable for RPA.

The members of this project also examined tasks where the benefits of using RPA alone are limited. The objectives were to determine ways to use the standard functions of the GAKUEN Series with RPA and to develop tools that are suitable for these tasks.

Another issue is the difficulty that university administrative personnel have with learning RPA and using it regularly. To solve this problem, the project made extensive use of the JAST system engineers responsible for developing and helping customers start using the GAKUEN Series. Providing fully integrated support extending from assessing and organizing business processes to system operations and the production of RPA scenarios made it possible to perform studies based on actual work processes.

■ Accomplishments of the project

- Confirmed that using RPA can reduce annual working time by more than 250 hours.
- Confirmed that additional development expenses can be reduced by using the standard functions of the GAKUEN Series.
- Confirmed that the automation of routine work is an effective way to improve efficiency and lower the volume of work.
- By reexamining work processes, established the basics for activities to streamline and standardize administrative tasks.

■ Remarks by project participants

● Aichi Gakuin University

This project showed us how we can lower the volume of work as well as development expenses. Furthermore, we established a roadmap for improving business processes. In the next fiscal year, we plan to use the results of this project for activities that produce actual benefits.

This project took place during the second year following the replacement of our IT system, which is when we began to clearly understand problems involving the use of the system. As a result, the project was extremely valuable from the standpoint of reexamining our business processes. We were able to have discussions for solutions when we shared problems with JAST and we received practical support by using the GAKUEN Series. All of these activities produced meaningful benefits for people who perform our administrative tasks.

● JAST project leader

For this project, we conducted a thorough examination to identify the administrative tasks that cannot be performed by the standard functions of the GAKUEN Series. Then we reexamined these tasks with Aichi Gakuin University. The result was a proposal for the best possible system operations that match how people actually do their jobs. We will continue to create ideas for activities that can reduce the volume of work.

■ Upcoming activities

In FY2026, this project will move to the stage of building the optimal structure for staffing for the purpose of fully utilizing RPA, primarily for academic activities. Next, starting in FY2027, the coverage of RPA will be expanded to the entire university, including general affairs, accounting, human resources and other administrative sections. Standardizing administrative processes and optimizing these operations throughout the university are the goals.

JAST plans to use knowledge acquired from participating in this project to assist other universities solve problems involving the growing volume of administrative work, the labor shortage, long working hours, and procedures that require paper documents and Excel. These activities will also support progress with the digital transformation (DX) of all universities.

■ The GAKUEN Series

JAST's GAKUEN Series is a strategic university management system that provides comprehensive support for administrative and educational activities. Sales started in October 1994 and more than 450 universities and junior colleges in Japan have adopted this system, where it provides benefits for instructors and other university personnel as well as students and their parents and other guardians. The GAKUEN Series consists of GAKUEN RX, which is an administrative system, and UNIVERSAL PASSPORT RX, which is a portal system. Together, these systems provide comprehensive support for university operations and the activities of students that extend from when students start their studies until they graduate.

GAKUEN Series website: <https://www.jast-gakuen.com>

■ The AI Navigation RPA RK Series for business process automation – A Keyence RPA tool

The RK Series is an RPA tool designed for use quickly by anyone.

This tool requires no specialized programming knowledge and allows creating scenarios by simply selecting menu items. These features make the RK Series easy to use by universities, local governments and other organizations with a large volume of administrative tasks. In addition, users of this tool receive comprehensive support at no cost from a team specializing in assistance at every step from starting to use this tool through expansion to all aspects of an organization's operations.

AI Navigation RPA RK Series website: <https://www.keyence.co.jp/products/software/rpa/rk/pr/196611001.jsp>

■ Inquiries

Japan System Techniques Co., Ltd.
Contact: Nojima/Okano
GAKUEN Business Division
TEL: +81-6-4560-1030
Mail: g-event@jast.co.jp
URL: <https://www.jast-gakuen.com/>

■ Press Inquiries

Japan System Techniques Co., Ltd.
Contact: Yamashita/Ishida
General Affairs Department
TEL: +81-6-4560-1000
Mail: press@jast.co.jp
URL: <https://www.jast.jp/>