

Monbukagakusho (MEXT) University Recommendation Scholarship at Ritsumeikan University - Required Application Documents Reference List -

The following is a *slightly* updated list, **for reference purposes only**, of the required application documents from the already-ended 2021 enrollment application cycle. **For the list of official required application documents for 2022 enrollment, please see the 2022 application guidelines once they are released on our homepage at the link below in November or December 2021 (scheduled).**

<http://en.ritsumei.ac.jp/admissions/monbukagakusho-university-recommendation/>

NOTE:

Application documents (1), (2), (3), and (12) below are not yet uploaded anywhere on our homepage. They will be made available as part of the application document package to be uploaded at the link above in November or December 2021 (scheduled).

IV. Application Procedures

1. Documents to be submitted. All application documents **must** be submitted together and **must** meet the criteria below.

- (1) Ritsumeikan University Graduate Application Sheet (University designated form)
- (2) Application for Japanese Government (Monbukagakusho:MEXT) Scholarship (Monbukagakusho designated form)
- (3) Application Questionnaire (University designated form)
- (4) Field of Study and Study Program (Monbukagakusho designated form)
- (5) Letter of Recommendation by the dean, or a person of equivalent or higher position, at the applicant's school or institution (MUST be addressed to the "President of Ritsumeikan University, Japan")
- (6) Official transcript of grades from most recent college or university attended (Undergraduate or Graduate degree program)

**¹ For those who have completed graduate school abroad, the certificate must indicate which degree was conferred (Bachelor's Degree, Master's Degree, etc.).*

² **MUST state number of credits and the year/period of credit acquisition for each course undertaken.*

³ **MUST include a clear explanation of all possible levels used in grade evaluation (i.e. A, B, C, D, Fail, etc.). If it is not, a separate certificate which includes this information **MUST** also be submitted.*

- (7) For those not currently enrolled in a degree program, an official certificate of graduation or program completion, or diploma, from most recent college or university attended. For those currently enrolled in a degree program, a certificate of expected graduation or program completion (Undergraduate or Graduate degree program).

When sending an official certificate of graduation or program completion, or diploma, please order a **SEPARATE certificate from your former university (or current university if currently enrolled). **DO NOT** submit the one and only diploma, etc. received at your graduation ceremony since **application forms cannot be returned to applicants under any circumstances**.*

- (8) (Optional) Records from most recent university indicating superior academic achievement, with clear indicator of outstanding performance (e.g. GPA certificate, individual rank order certificate, etc.)

**Your Official transcript of grades will double to fulfill this optional application document provided that it lists your GPA, individual rank order, or other clear indicator of superior academic achievement.*

- (9) Abstract of thesis written for most recent academic degree awarded.

The abstract **MUST be a concise summary (2 pages maximum) of your most recently written thesis. If you did not write a thesis, submit an abstract of your graduation project or a term paper, etc.*

- (10) Copy of passport page containing the applicant's name and date of birth or a copy of your family register or residence certificate, etc. (applicants in possession of a passport must submit the passport page copy)

- (11) Documentation showing objective proof of level of either English or Japanese language ability, whichever language you intend to study in. (There is no need to submit certificates for both languages)

-For those who wish to study in English

- 1) Submit a grade certificate from an English Language Ability Test on which the scores earned for each individual section, and the total score, are all equivalent to or higher than the Common European Framework of Reference for

Languages (CEFR) B2 level. (Score reports must be from one of the following: TOEIC® LISTENING AND READING TEST, TOEFL iBT® TEST, IELTS™, TOEFL iBT® Special Home Edition, TOEFL ITP®, or IELTS Indicator. Copies are acceptable).

If you cannot submit a score from any of the above tests but can submit a test score from another internationally recognized English language test on which you earned scores equivalent to or higher than CEFR B2 level for each individual section and for the total score, please submit that original, official score certificate along with the official test score scale and score conversion chart showing the conversion to either the CEFR levels or to the levels of one of the tests mentioned above.

**Test must have been taken in the two-year period preceding the application deadline to be acceptable.*

- 2) Applicants who cannot submit a score certificate fulfilling the criteria of 1), but for who the medium of instruction at their current college or university (or, for those who are not currently enrolled, at their most recently attended college or university) is English, should submit an original certificate or letter stating as much issued by their current college or university (or, for those who are not currently enrolled, issued by their most recently attended college or university).
- 3) Applicants who cannot submit a certificate fulfilling the criteria of either 1) or 2) above must submit other documentation showing objective proof of their level of English language ability (for example, an English language test score certificate on which scores earned were less than CEFR B2 level, or which was taken more than 2 years prior to the application deadline). Let it be known that in particular, any who submit a certificate which fulfills only this criterion 3) may later be asked to participate in an online interview(s) to confirm English language proficiency.

-For those who wish to study in Japanese

- 1) Passing grade certificate from the Japanese Language Proficiency Test (JLPT) Level N1 or N2. (copies acceptable)

**Test must have been taken in the two-year period preceding the application deadline to be acceptable.*

- 2) Applicants who cannot submit a score certificate fulfilling the criteria of 1), but for who the medium of instruction at their current college or university (or, for those who are not currently enrolled, at their most recently attended college or university) is Japanese, should submit an original certificate or letter stating as much issued by their current college or university (or, for those who are not currently enrolled, issued by their most recently attended college or university).
- 3) Applicants who cannot submit a certificate fulfilling the criteria of either 1) or 2) above must submit other documentation showing objective proof of their level of Japanese language ability (for example, a JLPT N1 or N2 failing score certificate, or a JLPT N1 or N2 score certificate for a test which was taken more than 2 years prior to the application deadline). Let it be known that in particular, any who submit a certificate which fulfills only this criterion 3) may later be asked to participate in an online interview(s) to confirm Japanese language proficiency.

(12) Certificate of health (University designated form, or form with identical contents)

(13) Three (3) passport-quality photographs, (4.5 cm tall x 3.5 cm wide, front-facing, photos taken within 6 months of application showing applicant from shoulders up, with name and nationality written on the reverse)

(14) For those currently enrolled at a university in China: Please print out and submit your 教育部学籍在线验证报告 (教育部学籍在线验证报告).

For those who have graduated from a university in China: Please print out and submit your 教育部学历证书电子注册备案表

(*Students who attended or are attending universities in Taiwan, Hong Kong or Macau need not submit these forms.)

**These forms MUST be submitted in English. Forms submitted in Chinese cannot be accepted.*

Nothing follows.