

**2019 University Recommended Monbukagakusho Scholarship  
Application Guidelines for Overseas International Research Students  
(non degree-seeking students)  
(September 2019 Enrollment)**

The following outlines Ritsumeikan University's recruiting and application procedures for 2019 University Recommended Monbukagakusho International Student Scholarships.

Overseas International Research Students are students who do not intend to acquire academic credits or a degree, but rather intend to conduct research within Ritsumeikan University's facilities and receive research guidance from its professors.

\* It is possible for an Overseas International Research Student to extend the award duration of their scholarship and progress into a Degree-seeking program if they possesses a desire to do so and fulfill certain requirements, of which maintaining high grades is particularly important, and pass the Monbukagakusho's strict review. Meeting all requirements, however, does not guarantee that every request for scholarship extension is approved.

**I. Recruiting Graduate Schools, Major Fields, Program Levels and Recruiting Numbers**

Graduate School	Major	Level	Recruited Number
Economics	Economics	Master's	A Few
		Doctoral	A Few
Sociology	Applied Sociology	Master's	A Few
		Doctoral	A Few
International Relations	International Relations	Master's	A Few
		Doctoral	A Few
Policy Science	Policy Science	Master's	A Few
		Doctoral	A Few
Letters	Humanities	Master's	A Few
		Doctoral	A Few
	Informatics of Behavior and Cultures	Master's	A Few
		Doctoral	A Few
Language Education and Information Science	Language Education and Information Science	Master's	A Few
Core Ethics and Frontier Sciences	Core Ethics and Frontier Sciences	Integrated Doctoral	A Few
Technology Management	Technology Management	Master's	A Few
		Doctoral	A Few

\*Research Students' scholarship period will be determined by Monbukagakusho.

**II. Eligibility Requirements**

**1. Master's Level Programs and Master's level entry to the Integrated Doctoral Level Program in the Graduate School of Core Ethics and Frontier Sciences**

Applicants for Master's level programs or Master's level entry to the Integrated Doctoral Level Program in the Graduate School of Core Ethics and Frontier Sciences must meet the application requirements and conditions for Overseas International Research Students as determined by the Monbukagakusho, must be nationals of a country that has diplomatic relations with Japan (Applicants who possess Japanese nationality at the time of application are not eligible), and must meet at least of one of the following conditions:

- (1) Persons who have completed a 16-year education program outside of Japan or who are expected to complete such a program before being enrolled in the graduate school
- (2) Persons who have graduated from a Japanese university (\*1)
- (3) Persons who have completed (\*2) a degree program of 3 years or more (5 years or more for those who would enroll in a Doctoral program in the fields of medicine, dentistry, pharmacy, or veterinary medicine) and received a bachelor's degree or the equivalent at a university or other institution outside of Japan (\*3), or who are expected to complete such a program prior to enrollment in a Ritsumeikan University graduate school.
- (4) Persons who have been recognized as having an academic ability equal to or higher than university graduates by Ritsumeikan University's graduate schools as a result of an individual preliminary screening and who have reached

22 years of age or who will reach 22 years of age before being enrolled in the graduate school (\*4)

\*1 As designated by Article 83 of the School Education Act

\*2 Limited to those whose overall academic research and education have been evaluated by an individual authorized by that country's government or appropriate related institution, or an individual designated by the Monbukagakusho who meets these standards.

\*3 Including those who completed a distance learning degree program of a university outside of Japan while in Japan, and those who completed the same at designated educational facilities according to the educational system of the respective university's country.

\*4 Applicants who believe they meet criteria (4), above, must contact the International Center at BKC no later than the day before the application period begins in order to undergo an individual review to determine whether their academic ability is equal to or higher than a university graduate.

**In addition to the requirements above, applicants must have the requisite language abilities to understand course materials at their desired graduate school.**

Graduate School	Language of Instruction	Graduate School	Language of Instruction
Economics	Japanese or English	Letters	Japanese
Sociology	Japanese	Language Education and Information Science	Japanese
International Relations	Japanese or English	Core Ethics and Frontier Sciences (Master's level equivalent)	Japanese
Policy Science	Japanese or English	Technology Management	Japanese

**2. Doctoral level programs and Doctoral level entry to the Integrated Doctoral Level Program in the Graduate School of Core Ethics and Frontier Sciences**

Applicants for Doctoral level programs or Doctoral level entry to the Integrated Doctoral Level Program in the Graduate School of Core Ethics and Frontier Sciences must meet the application requirements and conditions for Overseas International Research Students as determined by the Monbukagakusho, must be nationals of a country that has diplomatic relations with Japan (Applicants who possess Japanese nationality at the time of application are not eligible), and must meet at least of one of the following conditions:

- (1) Persons who have been awarded a master's degree or professional degree as defined by Japanese law, or equivalent degree.
- (2) Persons who have been awarded a degree equivalent to a master's degree or professional degree, as defined by Japanese law, abroad or who are expected to be awarded such a degree before being enrolled in the graduate school
- (3) Persons who have been engaged in research activities at a university or research institute for at least two years after graduating from a university or its equivalent and who have been recognized by Ritsumeikan University's graduate schools as having an academic ability equal to or greater than holders of a master's degree (the 1989 Notification of the Ministry of Education, Science, Sports and Culture No.118) (\*1)
- (4) Persons who have been recognized by Ritsumeikan University's graduate schools as having an academic ability equal to or higher than holders of a master's degree or professional degree, as defined by Japanese law, as a result of individual preliminary screening and who have reached 24 years of age (\*2)

\*1 Applicants who believe they meet criteria (3), above, must contact the International Center at BKC no later than the day before the application period begins in order to undergo an individual review to determine whether their academic ability is equal to a master's degree holder.

\*2 Applicants who believe they meet criteria (4), above, must contact the International Center at BKC no later than the day before the application period begins in order to undergo an individual review to determine whether their academic ability is equal to a master's degree or professional degree holder.

**In addition to the requirements above, applicants must have the requisite language abilities to understand course materials at their desired graduate school.**

Graduate School	Language of Instruction	Graduate School	Language of Instruction
Economics	Japanese or English	Letters	Japanese
Sociology	Japanese	Core Ethics and Frontier Sciences (Doctoral level equivalent)	Japanese
International Relations	Japanese or English	Technology Management	Japanese or English
Policy Science	Japanese or English		

### 3. Important Notes

- (1) If you have any concerns about foreign education equivalence, your particular degree, or calculation of years of schooling described in (1) or (2) above, please contact the International Center at BKC no later than the day before the application period opens.

Ritsumeikan University International Center at BKC, Admissions Team  
 1-1-1 Noji-Higashi, Kusatsu, Shiga, Japan 525-8577  
 Phone: +81 (0)77-561-3946 Fax: +81 (0)77-561-3956

- (2) All applicants currently who apply under the condition of "expecting" a degree award to meet the eligibility requirements and are granted permission for enrollment under this application procedure must meet the requirements above by September 25, 2019, the day before enrollment, or they will not be granted admission to Ritsumeikan University (it is not possible to enroll at Ritsumeikan University under the condition of "expecting" a prerequisite degree award).
- (3) International Research Students in the Graduate School of Core Ethics and Frontier Sciences who wish to become regular, degree-seeking students at the conclusion of this period of enrollment as an Overseas International Research Student and meet the requirements for Doctoral admission may apply for entry into the integrated doctoral level program as a third-year student.

### III. Screening Method

Applicants will be screened based on submitted application documents. Foreign language tests, written exams and interviews may also be conducted if determined to be necessary by the desired graduate school.

\* This screening will determine permission to enroll in Ritsumeikan University's graduate schools as an Overseas International Research Student, only. If applicants are successful in this initial screening, Ritsumeikan University will recommend them to Monbukagakusho. Monbukagakusho will make the final determination as to whether or not to award the applicant a scholarship, based on their own, separate screening.

### IV. Application Procedures

#### 1. Documents to be submitted. All application documents must be submitted together.

- (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 person of higher position, at the applicant's school or institution (Must be addressed to the "President of Ritsumeikan University, Japan")
- (6) Official certificate of grades from most recent academic institution attended (Undergraduate or Graduate degree program)
  - \*MUST state number of credits and the year/period of credit acquisition for each course undertaken.
  - \*MUST include, or be accompanied by a certificate that shows a clear explanation of all possible levels used in grade evaluation (i.e. A, B, C, D, Fail, etc...).
- (7) Official certificate of graduation or expected graduation or of program completion or expected program completion from most recent academic institution attended (Undergraduate or Graduate degree program)
- (8) Records from most recent university indicating superior academic achievement with clear indicator of outstanding performance (e.g. GPA, grades and criteria, or individual rank order)
- (9) Abstract of thesis written for most recent academic degree awarded, etc...
  - \*The abstract MUST be a concise summary (i.e. 1 page maximum) of your most recently written thesis, or of

- your graduation project or a term paper, etc... if you did not write a thesis.
- (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) Copy of documentation showing objective proof of linguistic ability in the language in which you intend to study

For Proof of English Ability (only required for students who intend to study in English)

- Submit a grade certificate from an English Language Ability Test (Score reports must be from one of the following: TOEIC® Listening and Reading, TOEFL iBT®, or IELTS™. Copies are acceptable).
  - \*Test must have been taken in the two-year period preceding the application deadline to be acceptable.
- Applicants who cannot submit a score certificate from one of the tests above must submit an original, formal certificate of English language ability level, or a formal letter stating as much, issued by either their current university, or, if they have graduated, from their alma mater.
  - \*Certificate must have been issued within the two-year period preceding the application deadline to be acceptable.
  - \*In principle, applicants who intend to submit this form of certificate must consult with the Ritsumeikan University International Center at BKC in advance.

For Proof of Japanese Ability (only required for students who intend to study in Japanese)

- Submit score reports from the “Japanese as a Foreign Language” score from the Examination for Japanese University Admission for International Students (EJU), or the Japanese Language Proficiency Test. (Copies are acceptable)
  - \*Test must have been taken in the two-year period preceding the application deadline to be acceptable.
- Applicants who cannot submit a score certificate from one of the tests above must submit an original, formal certificate of Japanese language ability level, or a formal letter stating as much, issued by their current university, or, if they have graduated, from their alma mater.
  - \*Certificate must have been issued within the two-year period preceding the application deadline to be acceptable.
  - \*In principle, applicants who intend to submit this form of certificate must consult with the Ritsumeikan University International Center at BKC in advance.

- (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 and showing applicant from chest up, with name and nationality must be entered on the reverse)
- (14) PDF copy of 教育部學歷證書電子注冊備案表 (Graduates of Chinese Universities, only) or PDF copy of 教育部學籍在線驗證報告(Current Students at Chinese Universities, only) (\*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 will not be accepted.

## 2. Important Information Regarding Application.

- (1) All submitted documents should be printed in Japanese or English on A4-sized paper by word-processing software. Documents submitted in any language other than Japanese or English must have Japanese or English translations attached.
- (2) On all documents, name and date of birth must be written exactly as it appears on your passport.
- (3) All application documents must be submitted together by international express mail to the address listed below and arrive before the application period ends.
- (4) Submitted documents will not be returned for any reason.
- (5) If it is determined that your application documents contain any deliberate falsifications or forgeries, your application will not pass the examination

## 3. Application Period:

**Monday, October 22, 2018 – Monday, December 10, 2018**

All application documents must arrive during the application period.

Documents postmarked by the cut-off date that arrive late will not be accepted.

Applications by email, fax, or walk-in will not be accepted.

## 4. Application Mailing Address:

Please send documents by express post (EMS, FedEx, DHL, etc.) to:

Ritsumeikan University International Center at BKC, Admissions Team

1-1-1 Noji-Higashi, Kusatsu, Shiga, Japan 525-8577

Phone: +81 (0)77-561-3946 Fax: +81 (0)77-561-3956

## **V. Notification of Enrollment Permission:**

Initial Enrollment Permission Results Release: Friday, February 15, 2019

Final Enrollment Permission Results Release: Mid-July, 2019 (scheduled)

- \* Applicants who are granted Initial Enrollment Permission are not guaranteed to be awarded the scholarship.
- \* Applicants who are granted Initial Enrollment Permission by Ritsumeikan University will be sent a Conditional Letter of Enrollment Permission to the address on their Ritsumeikan University Application Sheet. Ritsumeikan University will also recommend their applications to the Monbukagakusho for scholarship.
- \* Ritsumeikan University recommended applicants who pass Monbukagakusho's final screening will be informed of their results and receive a final notification of Enrollment Permission from Ritsumeikan University by mail.
- \* Applicants who do not pass Monbukagakusho's final screening will not meet the eligibility criteria to enroll as Overseas International Research Students at Ritsumeikan University.
- \* Waitlisted candidates from Ritsumeikan University's Initial Enrollment Permission screening will be notified of their status on the results release date as well. If waitlisted candidates are later elevated and granted Enrollment Permission, they will be informed separately, by the date specified on the waitlist notification.

## **VI. Enrollment Procedures**

(Successful applicants will be given detailed instructions once their results have been determined.)

## **VII. Monbukagakusho Scholarships for International Students System**

- (1) This application procedure will be conducted in accordance with the 2019 Monbukagakusho Scholarship Application Guidelines for University recommended Overseas International Research Students, to be finalized around December 2018. Successful applicants will be recommended by Ritsumeikan University to Monbukagakusho for scholarship awards.
  - \*This application period is being held in advance of the Monbukagakusho's official release of application guidelines.
- (2) For details on Monbukagakusho International Student Scholarships, please see the Monbukagakusho homepage.
- (3) Overseas International Research Students who wish to become regular, degree-seeking students must meet the standards for entrance into the degree-seeking program and display superior academic achievement as indicated by grades achieved in order to pass Monbukagakusho's strict evaluation to extend their scholarship to cover their degree-seeking program. Even if applicants meet the requirements, there is no guarantee that all applicants will be granted scholarship extension.

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## Application Procedures for English-based Programs (September 2019 Admission)

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### 1. Documents to be submitted

- 1) Please refer to the checklist on the next page and ensure ALL required documents are submitted. Some of the required documents are included in this PDF.
- 2) Documents **1, 2, 3, and 12** are included in this PDF. Please fill in all forms in this PDF electronically where possible, and print on A4-sized paper.
  - \* Please print all forms SINGLE-sided. Please delete all “Sticky Notes” before printing or adjust your printer settings to print without the notes visible.
- 3) Documents **1, 2, 3, 4, 5, 6, 7, and 12** listed on the next page must be original documents.
  - \* **If you cannot submit your original document, you may submit a copy that is certified by the issuing organization as being a "certified true copy" and identical to the original in all respects. Please note that certified copy must contain an original signature or seal of the university. Photocopied seals will not be accepted.**
  - \* **All signatures and seals must be original.**
- 4) There is NO NEED to submit this page, a printed copy of the FAQ, or any other forms not listed on the following page with your application. Unrelated documents included in your application won't be reviewed.
- 5) **DO NOT staple, clip, separate using plastic sleeves, etc... or mark your application documents with post-it notes under any circumstances!**

### 2. Important points for application

- 1) All submitted documents should be typed and printed **in the language you intend to study, English**, on A4-sized paper. If your documents such as certificates are in any language other than Japanese or English, you must submit the original certificate in addition to a translation into Japanese or English. Translations will only be accepted if issued and signed by a translation company or a qualified translator.
- 2) The name and birthday on all documents must be the same as that on your passport.
- 3) All application documents must be submitted together and **delivered by a traceable international express mail service** to the address below and arrive before the application period ends.
- 4) The thesis summary must include your thesis title and be a concise summary of your thesis.
- 5) If it is determined that your application documents contain any deliberate falsifications of forgeries, your application will not pass the examination.
- 6) **Submitted documents cannot be returned for any reason.**

### 3. Application Period

**Monday, October 22<sup>nd</sup>, 2018 – Monday, December 10<sup>th</sup>, 2018**

- All documents must be sent by express post (EMS, FedEx, DHL, etc)
- **We will not send you a notification when we receive your application documents. Use a tracking service if you would like to know if/when your application documents have arrived.**
- All documents must arrive by the deadline.
- Only posted applications will be accepted. No applications by email, fax, or walk-in will be accepted.

### 4. Application Mailing Address

Ritsumeikan University International Center at BKC, Admissions Team  
1-1-1 Noji-Higashi, Kusatsu, Shiga, Japan 525-8577  
Phone: +81 (0)77-561-3946      Fax: +81 (0)77-561-3956

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**Application period: Monday, October 22<sup>nd</sup>, 2018 – Monday, December 10<sup>th</sup>, 2018**

All documents must arrive by express mail before the deadline.

Please allow sufficient time for delivery.

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### Application Documents Checklist (September 2019 Admission)

Forms 1, 2, 3, and 12 are included in this PDF.

1. **RITSUMEIKAN UNIVERSITY GRADUATE SCHOOL APPLICATION SHEET** (3 pages)
2. **APPLICATION FOR JAPANESE GOVERNMENT (MONBUKAGAKUSHO: MEXT) SCHOLARSHIP** (5 pages) \*MUST be printed single-sided. Must be completed in the language in which you intend to study (English).  
 **MUST BE SIGNED AND DATED AFTER PRINTING** (bottom of last page; use a PERMANENT BLACK INK pen).
3. **Application Questionnaire** (1 page) \*MUST be printed single-sided.
4. **Field of Study and Study Program** (2 pages) \*MUST be printed single-sided.  
This form must be completed in the language in which you intend to study (English).  
➤ The "Field of Study" should outline your intended field, while "Study Program" should detail your individual research plans and progression during your degree.
5. **Recommendation Letter by the dean, or a person of higher position, at the applicant's current university (if the applicant has graduated, from the most recently attended school)**  
 The Letter **MUST BE** addressed to the "President of Ritsumeikan University, Japan"  
 Appropriate titles of the sender and addressee **MUST BE** included.
6. **Official certificate of grades achieved**  
 Certificate of grades **MUST** show the number of credits for each course.  
 Certificate of grades **MUST** show the year/ semester during which each credit was acquired.  
 Certificate must include or be accompanied by a certificate that shows a clear explanation of all possible levels used in grading, including the pass/ fail mark (i.e. A, B, C, D, F).  
➤ Certificate must include grades for at least the final two years of courses of the most recently attended undergraduate or graduate program.
7. **Official certificate of graduation (or expected graduation) from most recent degree program**  
➤ **DO NOT** send your original diploma. Please obtain a separate graduation certificate from your institution.
8. Records from most recent university indicating superior academic achievement with clear indicator of outstanding performance (e.g. GPA, grades and criteria, or individual rank order) \*Certificate of grades acceptable
9. **Concise abstract (1 page) of graduation thesis for current/most recent degree**  
➤ If you didn't write a thesis for your most recent degree (if currently enrolled, a thesis towards your current degree), please submit a summary of your research field instead.
10. **Copy of applicant's passport, if applicable, or other government-issued family registry or citizenship registry copy that shows applicant's legal name and birthdate**
11. **Copies of certificates of language proficiency Applicants for programs taught in the English Language:**  
➤ Submit a score report from one of the following: TOEIC® LISTENING AND READING, TOEFL®-iBT, or IELTS™. Copies OK. \*Test must have been taken between December 10<sup>th</sup>, 2016 and December 10<sup>th</sup>, 2018.  
➤ Applicants who cannot submit a score certificate from one of the tests above must submit an original, formal certificate of English language ability level, or a formal letter stating as much, issued by either their current university, or, if they have graduated, from their alma mater. Only original documents may be accepted.  
\*Language ability certifications must have been issued between December 10<sup>th</sup>, 2016 and December 10<sup>th</sup>, 2018.  
\*Applicants who intend to submit this kind of certificate must contact the International Center at BKC in advance.
12. **Certificate of Health** (Please use the attached form, or one with identical contents)
13. **Three photographs of applicant** (taken within 6 months, 4.5 cm tall x 3.5 cm wide, full-faced, chest-up, with no hats or caps). Write applicant's **name** and **nationality** on reverse of each photo and attach one to the Ritsumeikan University Application Form in the designated location. There is no need to attach one to the Monbukagakusho: MEXT application form.
14. **PDF copy of 教育部學歷證書電子注冊備案表** (Chinese University Graduates only) **or PDF copy of 教育部學籍在線驗証報告** (Chinese Universities Current Students only) \*Not required for Hong Kong, Macau, Taiwanese, etc... universities.

## *About the Host University-Recommended Monbukagakusho Scholarship Application*

Dear Applicant,

Please refer to this F.A.Q. first if you have any questions about the required application documents or how to fill them in. We also recommend that before organizing each of the documents for your application, you read through each document's corresponding section in this F.A.Q. for information. By following the advice in this F.A.Q., you will be able to write a more complete application with fewer errors. This FAQ concerns the University-Recommended Monbukagakusho Scholarship. For more information, please navigate the Ritsumeikan University Financial Aid homepage or the Monbukagakusho's scholarship homepage.

\*Please remember to read each question carefully when filling out your application documents\*

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### **NOTICE TO APPLICANTS**

**1) PLEASE REVIEW THIS FAQ IN FULL **FIRST**, BEFORE COMPLETING YOUR APPLICATION. FURTHER, IF YOU HAVE ANY QUESTIONS REGARDING THE APPLICATION, PLEASE REFER TO THIS FAQ **FIRST** BEFORE CONSULTING WITH THE INTERNATIONAL CENTER REGARDING YOUR INQUIRY.**

**2) DO NOT INCLUDE A PRINTED COPY OF THIS FAQ WITHIN YOUR APPLICATION PACKAGE.**

# Frequently Asked Questions

## Before Filling out the Forms

**Q. Can I apply to more than one university?**

A. No. MEXT's rules state that you can only be recommended to the Monbukagakusho (i.e. MEXT) for scholarship by one university. If you secretly advance applications with multiple institutions and MEXT therefore receives recommendations for you from multiple schools, there is a high probability that all of your recommendations will be declined by MEXT and you will not be considered for scholarship.

**Q. What are the yellow boxes in the application documents?**

A. The yellow boxes are known as Sticky Notes. By hovering your mouse over them, or clicking on them, you can read advice on how to fill out that section of the form. The advice will not appear in most internet browsers, so please download the PDF to your computer and open in Adobe Acrobat Reader (free).

1. 氏名 Name	姓 Last (family)	名 First (given), Midd
母国語 Native language		
発音 (アルファベット表記) Alphabet		
2. 国籍 Nationality		

**Q. Will submitting other documents (i.e. certificates of training, participation etc.) that aren't listed in the required documents on the application guidelines help my admission chances?**

A. No. Only submit documents as requested in the application guidelines. Any other certificates, etc... included within your application package that don't specifically meet one of the requirements will be removed from your application before the review process and will not be considered.

## The Ritsumeikan and Monbukagakusho Application Forms

**Q. The Application Guidelines and Monbukagakusho application form require a photo that is 3.5 cm by 4.5 cm, but the Ritsumeikan University form asks for one that is 3 cm by 2.4 cm. Can I use the same photo for both?**

A. You may use a 3.5 cm wide by 4.5 cm high photo for all of the forms, so long as it meets all the other requirements.

## Frequently Asked Questions

<b>Q. My country uses a different system of counting years. Can I enter dates in my country's system?</b>	A. No, all dates on all forms must be written in the Western system (also called AD or CE). All dates must include a year and month at least, and day wherever possible.
<b>Q. I do not have a residence status in Japan. What should I fill in for my residence status and arrival date?</b>	A. Please leave those questions blank if you do not have a valid residence status at this time. If you do have a valid residence status, you must fill in the appropriate information.
<b>Q. Where can I find the list of graduate schools, majors, and courses?</b>	A. Please refer to the application guidelines posted on our homepage.
<b>Q. I have not done any research in the field I am applying for, do I have to fill in the questions for research specialized in the past?</b>	A. Yes.
<b>Q. On the Monbukagakusho application form, one of the questions is "If you have a job, please fill in employer's name." Should I write my supervisor/boss's name here?</b>	A. No. If you are currently employed, please fill in the name of the company you work for.

### Application Questionnaire

<b>Q. Do I need to contact my Desired Supervising Professor before submitting my application?</b>	A. No. Additionally, filling in the name of a desired supervising professor does not obligate that professor to become your advisor in the event that you are admitted to Ritsumeikan, nor does it give that professor the ability to determine your acceptance. You may be assigned to a different advising professor based on the decision of the graduate school.
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### Recommendation Letter

<b>Q. I cannot find the Recommendation Form for my Dean to fill in. Where can I find one?</b>	A. There is no particular form. This should be a Recommendation Letter clearly addressed to "The President of Ritsumeikan University, Japan".
<b>Q. I know my Assistant Dean better than my Dean. Can he/she write my recommendation?</b>	No. If you are in school or a recent graduate, the Dean of your department or higher ranked university official must write your letter of recommendation.

## Frequently Asked Questions

**Q. I graduated a while ago. Can someone from my workplace write my recommendation?**

If you graduated and have been working somewhere for at least three years, a superior at work can write your recommendation. The person must be equivalent to, or higher than, the rank of Dean at a university (e.g. company president, vice president, branch president, etc...).

**Q. Will it help my application if I send multiple letters of recommendation?**

A. No. The Monbukagakusho requires only one recommendation, which must be from the Dean or a higher ranking person at the most recent academic institution at which you acquired a degree or are scheduled to acquire a degree (or from someone of equivalent or higher rank from your workplace: see above). Additional recommendation letters will not affect your application.

### Certificate of Grades and Certificate of (scheduled) Graduation

**Q. The guidelines ask for me to submit my “Official” certificates of grades and graduation. Should I send the original grades and diploma certificate I received at the time of my graduation ceremony?**

A. **NO. DO NOT send your actual diploma certificate under any circumstances.**

Universities usually only issue diplomas once, and should be kept by students as a reminder of their achievement. Instead, please contact your former university and have them issue you new official certificates of grades and graduation, a service that is usually carried out by the Registrar or your former department’s administrative office.

After submission, your application documents cannot be returned for any reason, so please take care not to mistakenly send us your one and only original diploma!!

**Q. My Certificate is in a language other than Japanese or English. Can I send you a certified translation?**

A. You must submit both the original and the certified translation. Please note that all translator's certifications should be in Japanese or English.

**Q. My certificate of graduation/grades is not in English or Japanese and my school cannot issue one in English or Japanese. Can I translate it myself?**

A. No. You must submit the original certificate in addition to a certified translation made by a qualified translator.

## Frequently Asked Questions

**Q. What is the minimum GPA to apply?**

A. Because grading systems vary from country to country we do not have set minimum scores. However, when you submit your grades or other record of academic performance, it must include a description of the rating system so that we can evaluate your score against your own system to determine the level of your academic achievement.

**Q. What do you mean by "clear explanation of grading/ marking system"?**

A. You must include an original document issued by your university that explains your grading system. At a minimum, this document should equate your grading system to a 4 or 5 step grading system such as: (Outstanding,) Excellent, Good, Satisfactory, and Fail; A, B, C, D, F, etc...

**Q. I am currently enrolled in school and have only one year of grades on my transcript. What should I do?**

A. Please submit your grades from the previous two complete years of degree-pursuing studies, even if they are from different institutions.

**Q. What should I do if my Certificate of Grades is not divided by year and semester?**

A. Please attach supplementary documentation, such as a course registration record, that shows which courses composed your most recent two years of study.

### Concise Summary of Graduation Thesis for Most Recent Degree

**Q. I didn't have to write a thesis for my most recent degree. Should I still submit something?**

A. Yes. If you didn't write a thesis, please submit a one page summary of the research you completed during the study towards your most recent degree.

### Passport/ ID

**Q. I do not have a passport. What should I submit?**

A. Please submit a document that clearly shows your legally registered name in your home country, as it will appear on your passport once you have acquired it.

### Language Proficiency

**Q. English is an official language in my home country/my previous degree was taught in English, do I still need to provide English test**

A. If you don't have an internationally recognized English test score as designated by the guidelines, a certificate issued by your university stating your English proficiency level should be submitted

## Frequently Asked Questions

<p>scores (i.e. TOEFL)?</p>	<p>instead. There is no particular format, but the document should be issued on official university letterhead and clearly describe your language ability.</p>
<p><b>Q. What is the minimum Japanese proficiency to apply?</b></p>	<p>A. Students applying for English based programs do not need to demonstrate Japanese language proficiency. Students applying to Japanese-based programs must have sufficient Japanese ability to undertake all of their coursework, and write their thesis or dissertation in Japanese.</p>

### Application Procedures

<p><b>Q. Is there an application fee for applicants under the Monbukagakusho Scholarship Program?</b></p>	<p>A. No.</p>
<p><b>Q. Is it possible to start my studies in the spring semester (April)?</b></p>	<p>A. Results of the scholarship application process are not finalized until June or July, so it is not possible to begin in April. All students in degree-seeking programs will arrive in September to begin their studies.</p>

### Technical Difficulties, Printing Problems, etc...

<p><b>Q. I cannot read/fill in some of the fields in the application documents. What should I do?</b></p>	<p>A. Please be sure to download the pdf file to your computer (do not view it in your browser window), install the latest version of Adobe Acrobat Reader (free) and install the Japanese language pack (free). Acrobat Reader should prompt you to install the language pack if you do not already have it.</p>
<p><b>Q. The yellow Sticky Notes are visible on my printed forms. Can I submit them like this?</b></p>	<p>A. No. Your forms, especially the Monbukagakusho Application and Field of Study and Study Program forms, cannot be submitted with the Sticky Notes visible. If the notes appear when printed, it means that you are probably printing from your internet browser. Download the form to your computer, open in Adobe Acrobat Reader (free), and attempt to print the form. If the notes still appear, adjust the print settings to print the document only, or, simply delete each note from the document manually.</p>

**立命館大学大学院 入学試験志願票**

\* 印記載のところは記入不要  
Areas with an \* are for university use.

**RITSUMEIKAN UNIVERSITY GRADUATE SCHOOL APPLICATION SHEET**

提出日 Filing Date	年/Year 月/Month 日/Date	志願受付番号 Registration Number	*
受験番号 Application Number	*		
入学年度 Year of Enrollment	年 Year	入学時期 Semester of Enrollment	
入試方式名称 Admission Method			

**写真貼付欄**  
3cm×2.4cmの  
カラー写真を  
貼付してください。  
Attach a photo here  
(3cm×2.4cm)

学生証番号(本学出身者・在籍者のみ) Student ID Number (Current/former Ritsumeikan University students only)		性別 Sex		生年月日 Date of Birth (YYYY/MM/DD)	年/Year 月/Month 日/Date
 フリガナ/Name in Katakana					
 氏名/Name					
国籍/Nationality	日本国 Japan	日本以外 Other			
取得(予定)在留資格 *外国籍の方のみ (Scheduled) Residence Status	留学 Student	その他 Other			

出願研究科 Intended Graduate School			
課程 Intended Degree Level	Non-Degree Seeking (Master's level equivalent)	Non-Degree Seeking (Doctoral level equivalent)	
出願専攻 Major			

 現住所 Current Address	〒Postal Code:		
 自宅電話番号/Home Telephone Number			
 携帯電話番号/Mobile Telephone Number			
E-mail			
保証人氏名 Guarantor's Name		続柄 Relationship with Applicant	
保証人住所 Guarantor's Address	〒Postal Code:		
 保証人電話番号 Guarantor's Phone			

自由記述欄 Notes (Ex. Another Address)	
---	--

\*印は記入不要 / Areas with an \* are for university use.

① 大学学歴 / University (Undergraduate Level)

▼大学卒業(卒業見込)の場合、出身大学を記入してください。

If you have graduated (are going to graduate) university, please enter the name of that university.

学歴区分/Academic Standing	* 大学卒業 / University Graduate		
終了区分/Graduation Status	卒業 Graduated	卒業見込 Expected to graduate	その他 Other _____
出身大学名/University			
学部学科名/College・Department			
学位名/Degree			
大学卒業(見込)年月/ (Estimated) Graduation Date	年/Year 月/Month 日/Date		

② 大学院学歴 / Graduate school

▼大学院修了(修了見込)の場合、出身大学院を記入してください。

If you have completed (are going to complete) graduate school, please enter the name of that graduate school.

学歴区分/Academic Standing	* 大学院修了 / Completed a Graduate school		
終了区分/Graduation Status	卒業 Graduated	卒業見込 Expected to graduate	その他 Other _____
出身大学院名/Graduate school			
研究科専攻課程名/ Department・Major・Course			
学位名/Degree			
大学院修了(見込)年月/ (Estimated) Graduation Date	年/Year 月/Month 日/Date		

③ その他学歴 / Other schools attended

▼大学、大学院の学歴が複数ある場合、専門学校等を卒業している場合など、以下の項目に記入してください。

If you have attended more than one university or graduate school, or if you have graduated from professional school, please enter below.

学歴区分/Academic Standing	
修了区分/Graduation Status	
出身大学/大学院名 University/ Graduate school	
研究科専攻課程名 Graduate school・Major・Course	
学位名/Degree	
大学/大学院修了(見込)年月 (Estimated) Graduation Date	年/Year 月/Month 日/Date

■留学生情報 / International Student Information

氏名 Name(Alphabet)			
国籍 Nationality			
在留資格 Residence Status in Japan	なし None	留学 Student	その他: Other:
在留期間満了日 Expiry Date	(年月日) (YYYY/MM/DD)		
留学費用区分 Financial Aid	国費(文部科学省) MEXT Scholarship	私費 Privately Financed	
来日(予定)日 (Scheduled) Date of Arrival	(年月) (YYYY/MM)		

■国費留学生実績情報 / Japanese Government Scholarship History

過去の国費留学生実績 Have You Received Japanese Government Scholarship (MEXT) in the Past	なし No	あり Yes
「あり」の場合以下を入力 / If yes, please answer the following questions.		
留学生期間: 開始 Study Abroad Period: FROM	(年月日) (YYYY/MM/DD)	
留学生期間: 終了 Study Abroad Period: TO	(年月日) (YYYY/MM/DD)	
受入大学 University		



**2019年度日本政府(文部科学省)奨学金留学生申請書(研究留学生)**  
**2019 APPLICATION FORM FOR JAPANESE GOVERNMENT (MEXT) SCHOLARSHIP**  
**(RESEARCH STUDENTS)**

**記入上の注意**

1. タイプまたは手書きでブロック体で明瞭に記入すること。
  2. 数字は算用数字を用いること。
  3. 年号はすべて西暦とすること。
  4. 固有名詞はすべて正式な名称とし、一切省略しないこと。
- ※本申請書に記載された個人情報については、本奨学金の選考のために使用するほかは、特にEmail アドレス等の連絡先については、採用後における関係者のネットワークを作ること及び必要に応じ日本政府より各種情報を送信する以外には使用しない。

**INSTRUCTIONS**

1. Type application, if possible, or write neatly by hand in block letters.
  2. Use Arabic numerals.
  3. Write years in western calendar.
  4. Write proper nouns in full without abbreviation.
- ※ Personal data entered in this application will only be used for scholarship selection purposes, and contact information such as email addresses will only be used to create academic networks after the applicant is selected and by the Japanese government to send out information when needed.



1.氏名 Name	自国語 Native language	Surname (姓)	Given name (名)	Middle name (ミドルネーム)
	アルファベット Alphabet	Surname (姓)	Given name (名)	Middle name (ミドルネーム)

※綴りはパスポートの表記と同一にすること Write your name exactly as it appears in your passport.

2.性別 Gender	<input type="checkbox"/> 男 Male <input type="checkbox"/> 女 Female	3. 結婚歴 Marital Status	<input type="checkbox"/> 独身 Single <input type="checkbox"/> 既婚 Married	写真(4.5cm×3.5cm) Photo Paste your photo or digital image taken within 6 months. Write your name and nationality on the back of the photo. 6ヶ月以内に撮影した写真またはデジタル画像を貼ること。写真の裏面に名前と国籍を書くこと。	
4.国籍 Nationality					
5.日本国籍 Japanese Nationality	<input type="checkbox"/> 無 NO	<input type="checkbox"/> 有: 離脱予定年月 YES: expatriation date	年 yy 月 mm		
6.生年月日 Date of Birth	年 yyyy	月 mm	日 dd	年齢 (2019/4/1現在) Age (As of April 1, 2019)	歳 yrs

※応募者は1984年4月2日以降に出生した者であること。  
Applicants must have been born on or after April 2, 1984.



7.(1)現住所 Current Address		国名 Country	
(2) 渡日前住所 Your address before departure for Japan	<input type="checkbox"/> 同上 Same as above. <input type="checkbox"/> 下記住所に変更することが確定している The above 'Current Address' will be changed as follows:		
※渡日前の住所が現住所から変更になることが確定している場合は、「(2)渡日前住所」の「下記住所に変更される」に✓を入れ、住所を記入すること。変更がない場合は「同上」に✓を入れること。If the current address will be changed at the time of leaving from your country, please check the box of 'The above 'Current Address' will be changed as follows:' and specify the new address. If the current address will not be changed, check the box of 'Same as above'.			

(3)電話番号 Phone number		(4) Email	
※可能な限り、渡日前～日本留学中～帰国後にわたり使い続けることが予想されるEmailアドレスを記入すること。 You are suggested to write an email address that can be used continuously before, during and after your stay in Japan.			

(5) 現住所が日本又は国籍国以外の場合 If you currently reside in Japan or outside your home country	日本にいる場合、現在の在留資格の種類 If residing in Japan, what is your current visa status?				
	採用後は、原則として、国籍国の日本公館で査証申請をし、国籍国発の日本行き航空券が支給されることを理解しているか? Do you understand that, in principle, after selected for MEXT Scholarship Student, you need to apply for a visa at a Japanese diplomatic office in your home country, and to be issued a plane ticket from your home country to Japan?	<input type="checkbox"/> はい YES	<input type="checkbox"/> いいえ NO		
	国籍国への帰国の時期 When will you return to your home country?	年 yy	月 mm		

※既に我が国の在留資格「永住者」、「定住者」等を有している場合であっても、採用後に「留学」に変更する必要がある。なお、国費外国人留学生の身分終了後に改めて「永住者」又は「定住者」の在留資格を申請しても当然には認定されない可能性があることを理解した上で申請すること。Please be aware that even if the applicant applies for the permanent-resident or long-term resident status of residence after the expiration of the status as a Japanese Government Scholarship student, the possibility exists that the application may not be approved.

8.(1)過去に国費外国人留学生に採用されたことがあるか。 Have you been awarded a Japanese Government (MEXT) Scholarship in the past?							<input type="checkbox"/> いいえ NO	<input type="checkbox"/> はい YES	
(2)「はい」の場合は以下にその期間、受入学校名を記入し、該当するプログラムに✓を入れること。 If "YES", please specify the period, the name of the school, and check either box of 'Program'.									
期間 Period	年 yyyy	月 mm	～	年 yyyy	月 mm	学校名 Name of school			
プログラム Program	<input type="checkbox"/> ①研究留学生 Research Students	<input type="checkbox"/> ②学部留学生 Undergraduate Students	<input type="checkbox"/> ③高等専門学校留学生 College Of Technology Students	<input type="checkbox"/> ④専修学校留学生 Specialized Training College Students					
	<input type="checkbox"/> ⑤日本語・日本文化 研修留学生 Japanese Studies Students	<input type="checkbox"/> ⑥教員研修留学生 Teacher Training Students	<input type="checkbox"/> ⑦日韓共同理工系学部留学生 Japan- Korea Joint Government Scholarship Program For The Students In Science And Engineering Departments	<input type="checkbox"/> ⑧ヤング・リーダーズ・ プログラム留学生 Young Leaders Program					
※過去に受給した奨学金が文部科学省奨学金に該当するか否か不明の場合は事前に希望大学担当者に相談すること。If you are unsure whether previously awarded financial aid corresponds to a MEXT scholarship or not, please consult in advance with staffs at University in Japan you wish to attend.									
(3)上記にて①、②、③、④又は⑥のプログラムを選択した者は、前回の受給終了から本奨学金支給開始時まで に3年以上の教育研究の経歴があるか。またその際の所属機関名、教育研究の内容、期間を記入すること。 If you marked ①, ②, ③, ④ or ⑥ program above, have you have educational research experience exceeding more than three years from the first day of the month following the final payment of the previous scholarship to the beginning of the payment of this scholarship? If "YES", please specify the name of institution, the content, and the period.							<input type="checkbox"/> はい YES	<input type="checkbox"/> いいえ NO	
①	機関名 Name of institution				内容 Content				
	期間 Duration	From	年 yyyy	月 mm	～	To	年 yyyy	月 mm	年 yrs
②	機関名 Name of institution				内容 Content				
	期間 Duration	From	年 yyyy	月 mm	～	To	年 yyyy	月 mm	年 yrs
③	機関名 Name of institution				内容 Content				
	期間 Duration	From	年 yyyy	月 mm	～	To	年 yyyy	月 mm	年 yrs
通算教育研究期間(本奨学金支給開始時点) Total period of experience of education/research (As of the beginning of the payment of this scholarship) ※①～③の合計は3年以上であること。*The sum of ① to ③ must be over 3 years.							年 yrs	か月 mons	
9. 日本政府(文部科学省)奨学金制度による他の2019年度奨学金支給開始のプログラムに併願している か。それらの日本政府(文部科学省)奨学金との併願は認められない。 Are you applying for any other Japanese Government (MEXT) scholarships for which scholarship payments will begin in fiscal 2019? It is not allowed to apply for other Japanese government (MEXT) Scholarships at the same time.							<input type="checkbox"/> いいえ NO	<input type="checkbox"/> はい YES	
10.(1) 本制度による奨学金と重複し、日本政府(文部科学省)以外の機関(自国政府機関を含む)から奨学金 等を受給、または受給予定であるか。 Are you receiving or scheduled to be receiving any scholarship from any organization other than the Japanese Government (MEXT) (including an organization of your home country government) together with the MEXT Scholarship?							<input type="checkbox"/> いいえ NO	<input type="checkbox"/> はい YES	
※「はい」の場合、本奨学金と他の奨学金の併給は認められないため、本制度に採用後は他の奨学金の 受給を停止しなければならないことを理解しているか。 If 'YES', do you understand you must cancel other scholarships after selected for MEXT Scholarship Student since it is not allowed to receive other scholarships together with the MEXT Scholarship?							<input type="checkbox"/> はい YES	<input type="checkbox"/> いいえ NO	
(2) 他の奨学金に応募又は他の奨学金を受給している場合は、その名前、期間、金額等を記すこと。 If you are receiving or applying for other scholarships, please specify the name of the sponsor, scholarship period, scholarship amount, etc.									
奨学金の内容 Describe the scholarship									

11. 学歴 Academic record

INSTRUCTIONS

- |  |   |
|--|---|
| 1. 幼稚園・保育所教育は含まれない。  | 1. Exclude kindergarten education and nursery school education.   |
| 2. 「大学予備教育」は後期中等教育に含まれる。   | 2. Preparatory education for university admission is included in upper secondary education.   |
| 3. 「大学入学資格試験」に合格している場合には、その旨「特記事項」欄に記入すること。                                      | 3. If the applicant has passed the university entrance qualification, indicate this in the Remarks column.  |
| 4. 「飛び級」をしている場合には、その旨を「特記事項」欄に記入すること。(例) 高校3年次を飛び級により短期卒業)                       | 4. Any school years or levels skipped should be indicated in the Remarks column.<br>Example: Skipped senior year for the early graduation.  |
| 5. 住居の移転や大学の再入学等を理由に、同教育課程で複数の学校に在籍していた場合は、同じ欄に複数の学校の在籍を記載し、すべての修学状況を修学年数に含めること。 | 5. If you attended multiple schools at the same level of education due to moving house or readmission to university, then write the schools in the same column and include the number of years of study and current status for each school. |
| 6. 修学年数合計は在籍期間を算出し、記入すること。(長期休暇も含める)   | 6. Calculate and write the total number of years studied based on the duration as a student. (including extended leaves such as summer vacation)  |
| 7. 下記に書ききれない場合は、別紙に記入することも可能。しかしその場合は、別紙に記入する旨を明記すること。                           | 7. You may use a separate piece of paper if the space below is insufficient. In such a case, please stipulate that the information is on a separate page.   |

初等教育 (小学校)  Primary Education (Elementary School)	学校名 Name										
	所在地 Location	州・省 State/Province					市・町 City/Town				
	入学 From	年 yyyy	月 mm	~	卒業 To	年 yyyy	月 mm	修学年数 Duration	年 yrs	か月 mons	
	特記事項 Remarks										
前期中等教育 (中学校)  Lower Secondary Education (Middle School/Junior High School)	学校名 Name										
	所在地 Location	州・省 State/Province					市・町 City/Town				
	入学 From	年 yyyy	月 mm	~	卒業 To	年 yyyy	月 mm	修学年数 Duration	年 yrs	か月 mons	
	特記事項 Remarks										
後期中等教育 (高校)  Upper Secondary Education (Senior) High School)	学校名 Name										
	所在地 Location	州・省 State/Province					市・町 City/Town				
	入学 From	年 yyyy	月 mm	~	卒業 To	年 yyyy	月 mm	修学年数 Duration	年 yrs	か月 mons	
	特記事項 Remarks										
高等教育 (大学学部)  Tertiary(Higher) Education (Undergraduate)	学校名 Name										
	所在地 Location	州・省 State/Province					市・町 City/Town				
	入学 From	年 yyyy	月 mm	~	卒業 To	年 yyyy	月 mm	修学年数 Duration	年 yrs	か月 mons	
	学位 Degree						特記事項 Remarks				
高等教育 (大学院)  Tertiary(Higher) Education (Graduate)	学校名 Name										
	所在地 Location	州・省 State/Province					市・町 City/Town				
	入学 From	年 yyyy	月 mm	~	卒業 To	年 yyyy	月 mm	修学年数 Duration	年 yrs	か月 mons	
	学位 Degree						特記事項 Remarks				
高等教育 (大学院)  Tertiary(Higher) Education (Graduate)	学校名 Name										
	所在地 Location	州・省 State/Province					市・町 City/Town				
	入学 From	年 yyyy	月 mm	~	卒業 To	年 yyyy	月 mm	修学年数 Duration	年 yrs	か月 mons	
	学位 Degree						特記事項 Remarks				
修学年数合計(2019年4月1日現在) Total Years of Education (As of April 1, 2019)								修学年数 Duration	年 yrs	か月 mons	

12.過去に専攻した専門分野(できるだけ具体的に詳細に書くこと。) Field of specialization studied in the past (Be as detailed and specific as possible.)			
13.過去に論文を執筆したことがあるか Have you ever written a thesis?		<input type="checkbox"/> ある YES <input type="checkbox"/> ない NO	
14.著書、論文(卒業論文を含む。)があればその題名、出版社名、出版年月日、出版場所を記入すること。 State the titles or subjects of books and papers (including graduation thesis) authored by applicant, if any, with the name, address of publisher and the date of publication.			
15.日本における最初の入学希望課程 The first course you plan to take in Japan		<input type="checkbox"/> 非正規生 Non-regular (Non-degree) course <input type="checkbox"/> 修士課程 Master's degree course <input type="checkbox"/> 博士課程 Doctoral course <input type="checkbox"/> 専門職学位課程 Professional graduate course	
16.日本における最終的な希望留学期間 Term you wish to study in Japan		<input type="checkbox"/> 非正規生のみ Only a non-degree student term <input type="checkbox"/> 修士課程修了まで Up to the completion of master's degree program <input type="checkbox"/> 博士課程修了まで Up to the completion of doctoral program <input type="checkbox"/> 専門職学位課程修了まで Up to the completion of the professional graduate program	
17.現職の有無 Do you currently have a job?		<input type="checkbox"/> いいえ NO	<input type="checkbox"/> はい → YES
		勤務先名 employer's name	
18.職歴(直近2つまで記入すること。アルバイトは除く。) Employment record: Write the 2 most recent employment and exclude part-time work.			
勤務先及び所在地 Name and location of organization		勤務期間 Period of employment	役職名 Position
		From To	
		From To	



19. 語学力 Language ability	読む能力 Reading	書く能力 Writing	話す能力 Speaking	聴く能力 Listening
日本語 Japanese				
英語 English				
その他 Others ( )				
※3から0で評価すること Rate on a scale of 3 to 0.				
3=優 Excellent		2=良 Good		1=可 Fair
0=不可 Poor				
20. 日本語能力(資格) Japanese language qualifications	日本語能力試験 JLPT	レベル level	総合得点 Total Score	その他 Other
21. 英語能力(資格) English language qualifications	TOEFL	IELTS		その他 Other
22. 同伴家族欄(渡日する同伴予定の家族がいる場合に記入すること。) Accompanying Dependents (Provide the following information if you plan to bring any family members to Japan.)				
<p>※なお、同伴者に必要な経費はすべて採用者の負担であるが、家族用の宿舎を見つけることは相当困難であり賃貸料も非常に割高になるのであらかじめ承知しておくこと。このため、採用者はまず単身で来日し、適当な宿舎を見つけた後、家族を呼び寄せること。</p> <p>All expenses incurred by the presence of dependents must be borne by the grantee. He/She is advised to take into consideration the various difficulties and great expense that will be involved in finding living quarters for them. Therefore, those who want to accompany their families are well advised to come alone first and let them come after suitable accommodation has been found.</p>				
氏名 Name		続柄 Relationship	年齢 Age	国籍 Nationality
23. 緊急の際の母国の連絡先 Person to be notified in applicant's home country in case of emergency.				
氏名 Name				続柄 Relationship
現住所 Current address				職業 Occupation
電話番号/FAX番号 Phone / Facsimile number			Email	
24. 日本への渡航及び滞在歴 Past visits or stays in Japan List from your most recent visits.				
期間 Period				渡航目的 Purpose
From	年 y	月 m	~ To	年 y
				月 m
From	年 y	月 m	~ To	年 y
				月 m
私は2019年度日本政府(文部科学省)奨学金留学生募集要項に記載されている事項をすべて了解し、上記の通り申請資格を満たしていることを確認の上、申請します。				
I understand and accept all the matters stated in the Application Guidelines for Japanese Government (MEXT) Scholarship for FY2019 and upon confirmation of my qualifications for application as stated above, I hereby apply for this scholarship.				
申請者署名 Applicant's signature			申請年月日 Date of application	20 年 / 月 / 日 year / month / day



# APPLICATION QUESTIONNAIRE

For students who intend to study in **ENGLISH**, only. Please fill in electronically.

1. **Name (As appears on your passport):** \_\_\_\_\_

2. **Most recent thesis title:** If currently enrolled but your thesis topic is not yet determined, please enter information for your previous

degree thesis: **Have you written a thesis?** Yes, I have. No, I've never written a thesis.

**If yes:** Degree Level: \_\_\_\_\_

Title: \_\_\_\_\_

**\*The title should match that of your application document "summary of thesis."**

3. **Your desired supervising professor at Ritsumeikan University and your contact status, and your desired thesis topic.**

Name of Desired Supervising Professor: \_\_\_\_\_

**Have you contacted him/her?** Yes, I have been in contact with this professor. No.

\*Applicants to the Graduate Schools of Science and Engineering, Information Science and Engineering, or Life Sciences should make every effort to enter the name of a desired supervising professor (multiple entries OK).

Desired Thesis Topic at Ritsumeikan: \_\_\_\_\_

4. **Are you currently actively serving in the military?** Yes. No.

**If "Yes", when is your scheduled completion of duty?**

4. **Have you applied to other universities for a MEXT scholarship?** Yes. No.

**If yes:** Name of University(ies): \_\_\_\_\_

5. **If you are applying for any other (non-MEXT) scholarships, state the name of the sponsor, duration, amount, etc.**

Scholarship Sponsoring Institution: \_\_\_\_\_

Scholarship Period: from \_\_\_\_\_ to \_\_\_\_\_ Amount: \_\_\_\_\_

Release date of scholarship application results: \_\_\_\_\_

6. **The nearest international airport to the address where you plan to live in Sep 2018 (must be in your country of nationality). If granted scholarship, the flight ticket to Japan issued by MEXT will be from this airport. Later changes not possible.**

Name of Airport: \_\_\_\_\_ Airport

7. **Name the city with the nearest Japanese embassy or consulate to your home where you could obtain a Japanese visa (must be in your country of nationality):**

Name of City: \_\_\_\_\_

8. **If your application for MEXT funded study is unsuccessful, do you wish to enter Ritsumeikan as a self-financed student?** (You would be responsible to pay your own academic fees and tuition. Further scholarships available for application after enrollment. For more info: <http://en.ritsumei.ac.jp/current-students/scholarships/>)

Yes, I would.

No, I wouldn't.

# 健康診断書 (2019年度版)

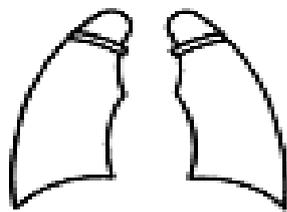
(医師に記入してもらうこと)  
日本語又は英語により明瞭に記載すること。

# CERTIFICATE OF HEALTH (for 2019)

(to be completed by the examining physician)  
Please fill out (PRINT/TYPER) in Japanese or English.

氏名 Name	Surname 姓	Given name 名	Middle name ミドルネーム
性別 Gender	<input type="checkbox"/> 男 Male <input type="checkbox"/> 女 Female	生年月日 Date of Birth	年 月 日 yyyy mm dd

<b>1. 身体検査</b> Physical examination			
(1)身長 Height	cm	(2)体重 Weight	kg
(3)血圧 Blood pressure	mmHg~ mmHg	(4)血液型 Blood type	<input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> AB <input type="checkbox"/> O <input type="checkbox"/> RH+ <input type="checkbox"/> RH-
(5)脈拍 Pulse	<input type="checkbox"/> 整 Regular <input type="checkbox"/> 不整 Irregular	(7)色覚異常の有無 Color blindness	<input type="checkbox"/> 正常 Normal <input type="checkbox"/> 異常 Impaired
(6)視力 Eyesight	裸眼 Without glasses	(右) (左) (R) (L)	(8)聴力 Hearing
	矯正 With glasses or contact lenses	(右) (左) (R) (L)	(9)言語 Speech
			<input type="checkbox"/> 正常 Normal <input type="checkbox"/> 異常 Impaired

<b>2. 胸部聴診及びX線検査 (6ヶ月以内)</b> Physical and X-ray examinations of the chest (within six months)			
	胸部X線所見 Describe the condition of lungs.	撮影年月日 Date of X-ray	年 月 日 yyyy mm dd
		フィルム番号 Film No.	
		(1)肺 Lungs	<input type="checkbox"/> 正常 Normal <input type="checkbox"/> 異常 Impaired
		(2)心臓 Cardiomegaly	<input type="checkbox"/> 正常 Normal <input type="checkbox"/> 異常 Impaired
		異常がある場合⇒心電図 If impaired⇒Electrocardiograph	<input type="checkbox"/> 正常 Normal <input type="checkbox"/> 異常 Impaired

<b>3. 現在治療中の病気</b> Disease currently being treated	<input type="checkbox"/> 無 No <input type="checkbox"/> 有 Yes ; 病名 Disease
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<b>4. 既往症</b> Past illness/disorder	病名Name	✓	完治時期/治療中 Date of recovery /under treatment	病名Name	✓	完治時期/治療中 Date of recovery /under treatment
該当するものにチェックと完治時期/治療中を記入、いずれも該当しない場合は「無し」にチェックすること。 Please check and fill in the date of recovery/under treatment. If NOT contracted any of them in the past, please check "None".	結核 Tuberculosis			マラリア Malaria		
	その他感染症 Other communicable disease			てんかん Epilepsy		
	腎疾患 Kidney disease			心疾患 Heart disease		
	糖尿病 Diabetes			薬剤アレルギー Drug allergy		
	精神疾患 Psychosis			四肢機能障害 Functional disorder in the extremities		
✓	無し None					

<b>5. 検査</b> Laboratory tests							
(1)尿検査 Urinalysis:	糖 glucose		蛋白 protein		潜血 occult blood		
(2)貧血検査 Anemia test	赤沈 ESR	mm/Hr	白血球数 WBC count	/cmm	血色素量 Hemoglobin	gm/dl	貧血 Anemia
(3)肝機能検査 LFT	GPT (ALT)	(IU/l)	GOT (AST)	(IU/l)	γ-GTP	(IU/l)	

<b>6. 医師の診断・意見</b> Physician's impression of the applicant's health 継続的治療・投薬の必要性があればその旨ご記入下さい。 Please fill in if the applicant needs regular medication or treatment.
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<b>7. 志願者の既往歴、診察・検査の結果から判断して、現在の健康の状況は十分に留学に耐えうるものと思われますか？</b> In view of the applicant's history and the above findings, is it your observation that his/her health status is adequate to pursue studies in Japan?  <input type="checkbox"/> はい YES <input type="checkbox"/> いいえ NO  ※必ず「はい」又は「いいえ」にチェックしてください。「はい」にチェックがない場合、大使館は申請を受理しません。 Please be sure to check either "YES" or "NO". If you do not check "YES", the Embassy will NOT accept the application.	日付 Date
	医師署名 Physician's Signature
	検査施設名 Office/Institution
	所在地 Address