

**Ritsumeikan University Graduate School External Scholarship Based Admissions Guidelines**  
**The Japan International Cooperation Agency's (JICA)**  
**SDGs Global Leader's Course**  
**(September 2019 Enrollment)**

The following outlines Ritsumeikan University's recruiting and application procedures for September 2019 enrollment accompanied by the Japan International Cooperation Agency's SDGs Global Leader's Course scholarship. \*These admissions are established and administered based on our agreement with the Japan International Cooperation Agency (hereinafter "JICA").

**I. Recruiting Graduate Schools, Majors, Levels, Programs and Recruiting Numbers**

Economics, Policy Science

Graduate School	Major	Level	Enrollment Limit	Number Recruited
Economics	Economics	Master's	50	A Few
Policy Science	Policy Science	Master's	40	A Few

\*Enrollment Limit includes all application methods.

\*Actual number recruited may be lower, based on number of applications and entrance examination results.

**II. Eligibility Requirements**

**Applicant must be recommended by JICA for selection as an SDGs Global Leader's Course trainee, and must meet at least of one of the following four 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) or who are expected to complete such a program before being enrolled in the graduate school
- (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 (2016 Monbukagakusho Order no. 19)
- (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 are 22 years or more 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.

\*\*All applicants currently who apply under the condition of "expecting" a degree award to meet the eligibility requirements and are accepted 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).

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

### **III. Screening Method**

Applicants will be screened by the graduate school based on submitted application documents, interviews, and any additional tests, etc... deemed necessary by the graduate school.

\*This screening will determine admission to Ritsumeikan University's graduate schools only. The final determination as to whether or not to award the applicant a scholarship will be determined by JICA, based on their own, separate screening of applicants.

### **IV. Application Procedures**

#### **1. Application Fee**

Applicants are not required to pay an application fee.

\*This fee will be separately charged to JICA based on our agreement regarding the SDGs Global Leader's Course.

#### **2. Documents to be submitted**

- (1) Ritsumeikan University Graduate Application Sheet (University designated form)
- (2) Research Plan (free format)  
Please type, in English, and print on A4 sized paper. The plan must include the following.
  - 1) Full Name
  - 2) Name of preferred Ritsumeikan University Graduate School
  - 3) Field of research and research plan you intend to carry out after enrollment
- (3) Statement of Reason of why you wish to enroll at Ritsumeikan University's Graduate School (free format)  
Please type out, in English, and print on A4 sized paper. The statement must include the following.
  - 1) Full Name
  - 2) Reason you wish to enroll at the Graduate School of Ritsumeikan University
- (4) Post-Graduation Career Plan (free format)  
Please type out, in English, and print on A4 sized paper (clearly state your Full Name).
- (5) Official certificate of grades (transcripts) from most recent academic institution attended
- (6) 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)
- (7) JICA selection certificate
- (8) Thesis Abstract, etc...  
\*The abstract MUST be a concise summary (1 page maximum) of your most recently written thesis, or, if you haven't written a thesis, of something else you wrote, such as a graduation project, a term paper, etc...
- (9) Copy of passport page containing the applicant's name and date of birth or a copy of your family register or residence certificate, etc. \*Only required for those in possession of a valid passport at the time of application
- (10) Copy of documentation showing objective proof of English language ability
  - Submit a grade certificate from an English Language Ability Test (Score report 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.
- (11) (Optional) Letter of Recommendation from the dean of the applicant's most recently attended academic program, or from a person of equivalent or higher position at their current employer, or from another person of equal or higher rank (Must be addressed to the "President of Ritsumeikan University, Japan")

#### **3. Important Information Regarding Application.**

- (1) All submitted documents should be printed in English on A4-sized paper by word-processing software. Documents submitted in any language other than English must have an 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 at "5." 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

#### **4. Application Period:**

**Thursday, April 18, 2019 – Monday, May 13, 2019**

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.

**5. 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

**V. Notification of results**

Wednesday, June 12, 2019

\*According to our agreement with JICA, letters of acceptance for those who pass Ritsumeikan University's screening will be posted to JICA directly (Ritsumeikan University will not send separate notifications directly to applicants).

**VI. Enrollment Procedures**

Details will be notified to eligible applicants after the university has received the final list of scholarship selectees from JICA (scheduled to occur around late July).