Sample

Financial Aid for Intercultural Exchange: Form 1

AY2019 Ritsumeikan University Financial Aid for Intercultural Exchange Application Form

*Submit this document with this page on top and the remaining pages in order of number. Attachments, if any, should be printed in A4 size.

To the Executive Director of the Division of International Affairs at Ritsumeikan University

I have checked the Ritsumeikan University Financial Aid for Intercultural Exchange Regulations

and hereby apply for the AY2019 Ritsumeikan University Financial Aid for Intercultural Exchange.

Submitted (mm/dd/yyyy)	mm	/	dd	/		уууу	ļ	Enter the date
Student ID No. ("-" not necessary (the same applies for the rest of the appliaction))							2	Enter your student ID number without the -
College / Graduate School						College Graduate School		Check off one or the other
School Year				-	yea	ır		Enter your current school year
Name *As printed on your Student ID Card							ł	Enter your name as written on your student ID card
Name of Project							k	Enter the name of your project

[Important Notice to Applicants]

1. All messages from the university concerning the AY2019 Ritsumeikan University Financial Aid for Intercultural Exchange (hereinafter "Financial Aid for Intercultural Exchange") will be sent to representatives university e-mail addresses. Make sure to check your e-mail accordingly.

2. Submitted documents will not be returned under any circumstances.

3. If there turns out to be any fraudulent information in the submitted documents, approval for the financial aid will be revoked, and any financial aid already distributed must be returned.

4. In the event of failure to comply with the rules, advice, and instruction of the university, as well as in the event of failure to smoothly carry out planning and execution of the event itself, the financial aid may be revoked and any financial aid already distributed may be ordered to be returned.

1. Application Category

Make sure to check the Application Guidelines, etc. to see which application category the intercultural exchange activity to be applied falls into.

Application		Intercultural exchange activities carried out in Japan *Amount of financial aid: The total amount of expenses required for carrying out activities covered by the Financial Aid or 100,000 JPY, whichever is the lower amount						
Category *Put a ☑ on the relevant category (You cannot choose multiple categories)		Check off the appropriate box nount of expenses required for carrying out activities covered by the Financial Aid or 500,000 JPY, whichever is the lower amount						
		Intercultural exchange activities carried out in Japan or abroad *Amount of financial aid: The total amount of expenses required for carrying out activities covered by the Financial Aid or 1.000.000 JPY, whichever is the lower amount						
Application Category *Put a 2 on the relevant category (You cannot choose multiple categories)		Check off the appropriate box, and enter the (scheduled) start date of event (scheduled date of activity implementation mm / dd / yyyy) Application after activity implementation (date of activity implementation mm / dd / yyyy)						
Requested amount of financial aid		*Write the amount based on the AY2019 Financial Aid for In Form (Form 2).						
Application Status for Other Funds		This activity does not have the same objective and content as a project runded by the Financial Aid for Development of a Learning Community or any other financial aid programs which prohibit joint reception of the Financial Aid for Intercultural Exchange (he After reading through both points, if *PL there are no problems check off each there are no problems check off each None of the group members have made an application for or are already receiving funding from other financial aid programs for a project with the same objective and content as the project for which Financial Aid for Intercultural Exchange is being applied for.						
2. Planned Event	076	erview)						

Indicate the project	name.	Enter the appro	opriate information		
Describe in detail the	e planned p	project.			
			be the project you have in r will be doing what kind of e		
			Enter the required information in		
		E	Event day schedule		
Time schedule	Time		Activity	Location (fa	cility, etc.)
Preparation starts	:		Write the day's time scł	hedule in detail	
Project starts	:				
	:				
	:				
Project Name	:				
	:				
	:				
Project ends	:				
Cleanup ends	:				

College

College

College

College

College

College

Graduate School

Graduate School

Graduate School

Graduate School

Graduate School

Graduate School

3. Applicant/Group Information

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Enter information for the representative and deputy representative responsible for this project, as well as other group members. Group members listed here will be eligible to apply for coverage of travel expenses (limited to Ritsumeikan University students).

*For deta Intercultu *If there i		ange 🖡 Check o			ancial Aid"	e the separate "R groups, enter the			ty Financ	cial Ai	d for	
		Individual A			nan	ne and number o mbers	_	· · · · · · · · · · · · · · · · · · ·				
Applican	ıt/Group	🔲 Group App	lication	(group name					Check o			
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2								College Graduate So	phaol			
3								College				
3								Graduate So	chool			
4							┢	College Graduate So	chool			

(Continued)

Financial Aid for Intercultural Exchange: Form 1

<Group Members 11-30 (fill in if applying as a group)>

	Name *Japanese students shoui their names in Japanese, a international students sho in their names using the alphabet.	ld fill in and	Student ID No. *The hyphen (-) may be omitted	Faculty/Graduate School			Year	Role in the Group	
11						College Graduate School			
12						College Graduate School			
13						College Graduate School			
14						College Graduate School			
15			r the appropriate info r names, enter them a		ne st	tudents' student l[) cards		
16		(※	Japanese students' r students' names sho r student ID numbers	names should b uls be in the alı	be in Shat	Japanese, interna pet.)			
17		%Fo gra	r College/Graduate S aduate school	chool, enter th	e of	ficial name of the		r	
18		ЖFо	r other sections, ente	r the requisite i		mation without ar Graduate School	ny errors		
19						College Graduate School			
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4.	About the	Intercultural	Exchange	Event Being	Applied For	(details)

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application.							_			,	
Implementation	Start (mm/dd/yyyy (day),	Time) mm	/	dd	/	уууу	(day),	:	
Date	Finish (mm/dd/yyyy (day),	Time) mm	/	dd	/	уууу	(day),	:	
		1					() day(s) in total	
	Ri Check off the appropriate box	I _	_								
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		I-House (S	Specify	which ar	ea)
(Scheduled) Implementation		Other (S	Specif	fy where	2)
Location *Check off the	🔲 In Japan										_
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	(Implementation loca	ation/facility)
	Abroad					-					
	(Country			City	/State	e)
	(Implementation loca)
	The location of implement	tation is…	Ent	er the a	oprop	oriate ir	nforma	ition in th	ne appr	opriate a	irea
(Scheduled) Booking Status of	appropriate box							_		_	
the Location of	(Date of Reservation		(day))	mm	/	dd	/	уууу	(day))
Implementation *Check off the	(Reserved under the	e name of)
relevant box	Not yet reserved.		_								
	Check off the	uture plans									<u> </u>
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	Change locations	(Reason)
	Check off the	vation of alter	rnate l	ocation)
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relevant box Will Food be	Check off the	ng speakers/	playin	g music	/caus	ing no	oise.				
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Event Participation					C 11						
*Check off the relevant box	People from outside	Enter the to (In the Brea								-	- Ha .
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applicant(group))	Breakdown R.U. students			-	-						
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	*Consult with the Internat	tional Center	tirst b	betore di	stribu	ting fli	ers, po	sting pos	sters, et	tc… on c	ampus.

5. About the Intercultural Exchange Event Being Applied For (safety and risk management) Describe in detail the safety precautions and risk management you have in place for your event

If there is not enoug	sh space on the f	orm, attach a	an additional s		ppropriate information in	
	W Check of			the appropr	iate area	
Insurance for the	appropria	ate box)
Student Organizing the Event	(Name of c	ompany)
(accident insurance)	🔲 Will not purc	hase.				
*Check off the relevant box	(Reason)
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6. Activity Plan

Write about the implementation plan of the intercultural exchange activity you are applying for in detail so that someone with no prior knowledge of the activity can get a clear picture of what you have in mind.

(Write in specific detail about preparations being made towards the carrying out of the activity.)

If there is not enough space on the form, attach an additional sheet.

Example: Unite interferentation of Kyolo Waking tout April 2010 April 10 Horocrafum: 11 March 2019 April April Max Lenter the appropriate information *White about the project for which you are applying for the financial ad in a way that would be understandable to someone reading about your project for the first time August September December December Partial Control Con	If there is not e	enough space on the	e form, attach an additional sheet.			
Local Descendant Haussian of a boundary and point of energy Nac expenses for comparison of the comparison of Kice Example: June Implementation of Kyoto walking tour Kyoto Oty, Kyoto Travel approach March 2019 Implementation of Kyoto walking tour Kyoto Oty, Kyoto Travel approach May Implementation of Kyoto walking tour Kyoto Oty, Kyoto Travel approach May Implementation of Kyoto walking tour Apple State Travel approach June Enter the appropriate information Witte about the project for which you are applying for the financial aid in a way that would be understandable to someone reading about your project for the first time June Enter the appropriate information Implementation of Kyoto Walking tour August Implementation of the first time Implementation of the first time Juny Implementation Implementation of the implementation of the first time September Implementation Implementation of the first time October Implementation Implementation of the first time Implementation of the first time October Implementation Implementation of the first time Implementation of the first time December Implementation Implementation of the first time Implementation of the first time December Implementation of the			Activity content	Activity location		
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2020 JanuaryImage: Comparison of the second	November					
January Image: Sector	December					
	February					
March	March					

	ctive, Reason, Sequence of Events Leading Up to Planning for, and als and Expected Outcome	d Background	of, Event, and
Write in a	detail about the event's objective, the reason for holding the event nts leading up to the start of planning for the event.	, and about th	e background
	ention why you designed an intercultural exchange event for the targe and why you chose the region, in Japan or abroad, that you selected f		
	00 characters or more when writing in Japanese, and 225 words or n nd of the passage, indicate the word count (Ex: {250 words})	nore when writi	ng in English.
	Explain about the project objective, reason for undertaking t and background and events leading up to the decision to de hold the project in detail. %400 characters or longer if written in Japanese, and 225 longer if written in English	sign and	
		Enter the count here	
	(words)
*Goal sho etc. *Expecte *Write 40	(a in detail the goal and expected outcomes you have for the event, ould be measureable, such as the target number of participants, numb ed outcome should be the intended effect on (development of) event of D0 characters or more when writing in Japanese, and 225 words or n and of the passage, indicate the word count (Ex: {250 words})	organizers, and	ies involved, participants.
*Goal sho etc. *Expecte *Write 40	ould be measureable, such as the target number of participants, number ad outcome should be the intended effect on (development of) event of D0 characters or more when writing in Japanese, and 225 words or n	organizers, and	ies involved, participants.
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o. Event/	Plan Safety	Measu	res and Risk Manager	nent, Previous Ev	ent Experier	nce, and Applic	cation Pledge
			ety measures and risk		place/plan	ned for the (1)event
			(2)event implementat be any measures/prec				
			describe safety measu		n place for	organizers and	participants.
*Write 400) characters	or mor	e when writing in Jap	anese, and 225	words or ma	ore when writir	ng in English.
*At the en	d of the pas	sage, ir	ndicate the word cour	nt (Ex: {250 word	s})		
	preparatic ※400 cha	on pha aractei	safety precautions, se and ②project imp rs or longer if written n in English	olementation ph	ase.		
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	rience of the ial aid fundii		cant or group at hold events, etc.)	ling events (proje	ects, events	, including hist	tory of selection
•History of	of selection	for eve					
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