

Information from the International Center and Contact Email Addresses

Ritsumeikan University International Center

The International Center uses manaba+R as well as the international student mailing list to provide important information, including information about scholarships, volunteer opportunities, and events for international students.

<Mailing List for International Students>

Address: mlst-inter-en@mlst.ritsumei.ac.jp (English)

1. Eligible Students

Degree-seeking international students at Ritsumeikan University (undergraduate / graduate)

2. Manner of Operation

- ◇ Emails will be sent only from the International Center (Kinugasa/BKC/OIC). Students cannot send emails using this mailing list.
- ◇ The mailing list is intended to serve as a supplement for the information provided on manaba+R. (Please be aware that reasons such as not being able to check your email or not receiving email will not be considered legitimate reasons for missing important information.)
- ◇ Emails will be written in Japanese or English.

3. Content Provided

- ◇ Information about scholarships
- ◇ International exchange events, job hunting guidance, seminars, etc.
- ◇ Requests for participation in exchange events (school visits, Home Visit, volunteer opportunities, etc.)
- ◇ Other information for international students

*Important information about scholarships may be sent even during the vacations, so be sure to check your email regularly.

4. Registration

A university email account will be provided to each student upon enrollment. The International Center will register this email address to the mailing list, so there is no need to apply yourself.

5. Emails sent through the Mailing List

- ◇ The first email from the mailing list will be sent to your email address around middle of April. If you do not receive anything by the end of April, please inform the International Center on your campus.
- ◇ If you receive an email that is not in English, please let the International Center on your campus know as soon as possible.
- ◇ We will be sending you important information, so please check your email on a regular basis.

6. Smartphone Access and Automatic Forwarding System

The email system used by Ritsumeikan University, Office 365, can be accessed via mobile applications, making it very convenient. The detailed use of this system will be explained at the orientation held by your college/graduate school. You can set your university email account to forward emails to your mobile phone or private email address. Please see the Office365 website below for additional information.

Office365 Usage Manual :

<http://www.ritsumei.ac.jp/rainbow/service-email/>

<manaba+R / Ritsumeikan University Website>

Important information will also be provided on manaba+R or the university website page for current students, so be sure to check these as well.

Ritsumeikan University website for current students: <http://en.ritsumei.ac.jp/current-students/>

<International Center Email Address>

Please contact us at our email address below.

- For general inquires:

ru-inter@st.ritsumei.ac.jp

- For scholarships:

rscholar@st.ritsumei.ac.jp

*Information about scholarship results, interview times, etc. will be sent from this email.

When emailing the International Center, be sure to include your name / student ID No. / college or graduate school / grade / cell phone number.

If you have not received a reply within 3 business days (not including Saturday, Sunday, and holidays), please consult directly with the International Center at your campus.