

2022 International Entrance Examination for overseas residents

Ritsumeikan Uji Senior High School  
Special International Entrance Examination Guidelines (online) for 2022  
IB Course

**I Examination for first year students**

1. Admissions Openings

First-year students: approximately 30

(Total of this special examination and the international examination held on Nov. 27 and Feb. 10)

2. Examination schedule

WEB Registration by sending an e-mail	Monday, October 25 to Monday, November 1, 2021
Submission of application documents	Monday, October 25 to Monday, November 8 , 2021※
Internet connection confirmation session	Sunday, November 14, 2021
Interview	Sunday, November 14, 2021
Examination	Sunday, November 21, 2021
Announcement of Results	Friday, December 3, 2021

※Application documents must arrive on or before November 8, 2021.

3. Application Qualifications

An applicant must meet all three qualifications as follows:

- (1) Those who reside and attend school outside Japan as of the examination day.
- (2) Those who meet the international examination application qualifications which are described in Entrance Examination Guidelines IB course Academic Year 2022.  
You can see Guideline here : [http://www.ujc.ritsumei.ac.jp/ujc\\_e/admissions/senior/](http://www.ujc.ritsumei.ac.jp/ujc_e/admissions/senior/)
- (3) Applicants who have made Ritsumeikan Uji High School their first choice (First choice means that if an applicant is accepted, he/she will enroll at Ritsumeikan Uji High School.)

※The "Special International Entrance Examination" applicant is not eligible for the International Entrance Examination on Saturday, November 27, 2021.

※If an applicant fails the Special International Entrance Examination, he/she may apply for the International Entrance Examination held on Thursday, February 10, 2022.

※If an applicant is unsuccessful in the "Special International Entrance Examination" and wish to take examination again in February, all required documents must be submitted again. However, if there are no updates on his/her transcripts or English certificate, those documents can be reused as the required documents of examination in February. When applicants wish to do so, please make sure to write them in the "Note" on personal information form.



- Make sure to take Interview and written examination in the country/region where the applicant resides.

9. Preparation for the Internet Connection Confirmation work

We will use the web video meeting service “ZOOM”, provided by Zoom Video Communications, for the Connection Confirmation Work and Special International Entrance Examination. Please prepare proper environment in advance in accordance with the following instructions.

- (1) Secure constant Internet access throughout the examination.
- (2) In a room which is suitable to examination environment (quiet and without access to communication to anyone outside the room.)
- (3) Computer with WEB Camera, Microphone and speakers.
  - WEB Camera and Microphone are either built in or external are permitted.
  - Use a computer with a power cable connected.
  - In order to confirm the surroundings of the applicant, examiner may instruct applicant to swivel the camera to show the whole room.
- (4) A mobile device which can scan, such as a camera or smart phone. (In order to scan and send answer sheets by e-mail after written examination.)
- (5) Access to a printer that can output the answer sheets on A4 size. (Applicants have to output answer sheets at A4 size sent by school before examination day.)

10. Cautions

- Do not wear a mask during any part of the test.
- Have an examination ticket ready by your side.
- Do not place anything on the desk other than computer, the examination ticket or writing tools.
- As a rule, an applicant should not leave the examination room after the examination begins. Please notify the examiner if you do not feel well.
- Do not use any resources to cheat on the exam, talk or communicate with third parties during the exam, or use any equipment other than computer you use.
- In the case that we find an applicant cheating, the test will be immediately cancelled and the test will be invalidated.
- In the event that an applicant is unable to take the online exam due to disruptions in communication or other reasons, please contact the school by phone.
- In the event that an applicant is found to be in violation of the law on the day of the test or at a later date, the applicant's admission may be revoked.
- School may make a recording of the test for the purpose of using it for admissions-related activities only. The information will not be used for any other purpose.

11. Announcement of Successful Applicants and Admission Procedure

- (1) Announcement of Successful Applicants

Friday, December 3rd 3:00 PM on the school website.

※We will not answer any telephone queries about results.

(2) Admission Procedure

Payment of admission fee: Friday, December 3 to Friday, December 17, 2021

Submission of Application documents : Monday, February 14 to Friday, February 18, 2022

※As a rule, admission fee is non-refundable.

※If applicant is unable to finish admission procedure within the period, the applicant will lose the right of admission.

(3) Tuition

[The amount shown below is for 2021 academic year]

Admission fee 120,000yen

Annual Tuition 638,000yen

Annual Education improvement cost 291,000yen

Annual IB course fee 750,000yen

IB Sundry Expenses 139,000yen

※We revise school fee every year and school fee for academic year 2022 have not fixed. We will inform applicants of 2022 school fee at the time of announcement of successful applicant.

※The fee of uniform, textbooks and membership fee etc. are required additionally.

**(4) Visa Application procedure 【IMPORTANT】**

- Non-Japanese nationals currently living overseas will need a visa in order to study at Ritsumeikan Uji by themselves. School supports applicant to obtain Certificate of Eligibility. But please note that it does not guarantee for receiving applicant's student VISA.
- If the applicant is not able to obtain a visa issued by a Japanese embassy or does not complete the procedure within the period, the applicant will lose the right of admission.
- Here is the current status announcement for denial of landing to prevent the spread of COVID as of August 24,2021.
- Please note that school has no responsibility if the successful applicant cannot receive a student VISA, so he/she must check the details. Here is for immigration site in Japan for your information.

12. Procedure for Designation of Recommendation Category

(1) Qualifications of Recommendation

An applicant who wishes to take the examination in the "Recommendation Category" as described on page 2 (4. Examination Category, Method, and Evaluation) must receive our approval prior to applying to take the special international entrance examination.

(2) Application Procedure for designation of recommendation

① Download the International recommendation application form from our website.

② Send the following three documents to Ritsumeikan Uji within the prescribed period (listed below).

a) International Recommendation Application Form

b) The copy of academic transcripts for each of the last three years

c) Copy of the results of an examination of English proficiency

<Application Period>

Monday, September 6, to Tuesday October 12, 2021

\* The application documents must arrive no later than the date above.

\* We accept a prior consultation by email at [ib-info@ujc.ritsumei.ac.jp](mailto:ib-info@ujc.ritsumei.ac.jp).

③ After advancing to the “Recommendation Category,” applicants can apply to take the Special International entrance examination in the “Recommendation Category.”

\* Applicants cannot apply for an “Incentive Scholarship, if they don’t receive recommendation category status in advance.

(3) Announcement of result for Designation of Recommendation Category

We will send the result by mail.

(4) Other

If applicants accept the designation of Recommendation category, take the special international entrance examination in Recommendation category. If not, applicants can take this examination in the single application category.

### 13. Application Method

(1) Application method

Applicants must proceed ①Web registration by e-mail first and then ②submission of application documents by mail within each specified period. Please note that if one of the procedures is blank, the application will not be approved. And the period of Web registration and submission of application documents are different.

① Web registration by e-mail

For registration, send an email attached with “①Application Form” and “②Personal Information form” to Ritsumeikan Uji Admissions center.

【E-mail address】

[uji-returnee@ujc.ritsumei.ac.jp](mailto:uji-returnee@ujc.ritsumei.ac.jp)

【Web registration period】 :

Monday, October 25 to Monday, November 1, 2021

② Submission of application documents

Prepare all the application documents as described (2) and send all of them to following address using international mail service like DHL, EMS by which you can trace the package.

【Mailing Address】

International Admissions Section, Ritsumeikan Uji Junior and Senior High School,  
33-1, Hachikenayadani, Hirono-cho, Uji-shi, Kyoto 611-0031

【Submission of application documents period】 :

Monday, October 25 to Monday, November 8, 2021

※Documents must arrive at school on or before November 8, 2021.

(2) Application documents

Please submit all documents marked with ● below. Also, please submit the documents marked with △ if applicable. For more details of instructions for application documents, please see “Entrance Examination Guidelines IB course Academic Year 2022”.

Application document		Remarks
①Application Form	●	Attached to this guideline
②Personal Information Form	●	Attached to this guideline
③Supplementary Information Form	●	Attached to this guideline
④Written Promise of Entrance	●	Attached to this guideline
⑤Recommendation Form	△	those who take the exam as recommendation category only. Attached to this guideline
⑥Reason for Selecting IB Course	●	Attached to this guideline
⑦Transcripts	●	Transcript of past three years are required. Must be original certificate with the signature of the principal, not a photocopy.
⑧Certificate of School Attendance	△	
⑩Copy of the results of an examination of English Proficiency	●	
⑪IB Course Applicant Reference Form	●	Attached to this guideline
⑫Photocopy of Passport	●	

(3) Examination fee : 20,000yen

Period of Remittance : Monday, October 18 to Monday, November 8, 2021

[Payee]

Bank: The Bank of Kyoto, Ltd., Uji Branch Swift Code: BOKFJPJZ Account Number: 313124134172 Postal Address of Bank: 160-1 Uji-Myoraku, Uji, Kyoto, 611-0021 JAPAN Remittee: Gaku Ritsumeikan Rijicho Morishima, Tomomi Postal Address of Remittee: 33-1 Hachikenyardani, Hirono-cho, Uji, Kyoto, 611-0031 JAPAN
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\* Please remit money via bank transfer during the above period (not possible through a post office).

\* **Any transfer commission fee is at the applicant's expense.**

\* Attach a copy of the payment certificate to Card C on an application form. An application form without a copy of the payment certificate is not valid.

\* You can also remit examination fee through the Internet. Attach a print-out of the webpage on which the completed remittance is recorded.

\* As a rule, the examination fee is non-refundable.

(4) Examination ticket

School will send an email with the Examination ticket at the PDF file before examination.

**II Transfer Examination**

1. Admissions Openings

A few first-year students who will be enrolled in January, 2022.

2. Examination schedule

WEB Registration by sending e-mail	Monday, October 25 to Monday, November 1, 2021
Submission of application document	Monday, October 25 to Monday, November 8, 2021※
Internet Connection confirmation work	Sunday, November 14, 2021
Interview	Sunday, November 14, 2021
Examination	Sunday, November 21, 2021
Announcement of Results	Friday, December 3, 2021

※Application documents must arrive on or before November 8.

3. Application qualifications

An applicant must meet the following two qualifications:

- (1) be 16 years old or older on April 1, 2022
- (2) in the tenth-grade or higher at an educational institution in the country of residence.

4. Examination Category, Method, and Evaluation

Written examination and Interview are conducted online.

Course	Examination Category	Testing System	Examination Method
IB Course	Single Application	Online IB	English Essay · Mathematics · Interview (accompanied with a parent)

5. Evaluation method

Overall Evaluation of Application documents, English Essay, Mathematics Examination and Interview.

6. Internet Connection Confirmation Work

Please see “6. Internet Connection Confirmation Work” in page 2.

7. Interview

Please see “7. Interview” in page 2.

8. Timetable (Japan Time)

Sunday, November 21, 2021

	9:30~9:50	9:50~10:00	10:00~11:00	11:00~11:20	11:20~11:40
Online IB	Preparation for internet connection	Announcement	English Essay	Mathematics	Sending Answer Sheet

- 【Note】**
- There is no intermission between the English Essay and the Mathematics examination.
  - Make sure to take Interview and written examination in the country where an applicant resides.

9. Preparation for the Internet Connection Confirmation work

Please see “9. Preparation for the Internet Connection Confirmation work” in page 3.

10. Caution

Please see “10. Caution” in page 3.

11. Announcement of Successful Applicants and Admission Procedure

Please see “11. Announcement of Successful Applicants and Admission Procedure” in page 3.

12. Application method

Please see “13. Application Method” in page 5.



Application number	※
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### Card A:

### Application Form for Special International examination Ritsumeikan Uji Senior High School (2022) IB Course

Venue		Online				Attach your photo here The photo must have been taken in the past three months, be 4.5 × 3.5 cm, and show the upper half of the body in a front-facing position without any head covering. Write the applicant's name on the back of the photo before attaching it on the form.
Exam day and category		14th (Sun) and 21st(Sun), November,2021		Recommendation / Single application		
Applicant	Name			Gender	Male / Female	
				Date of birth		
	Present address and postal code					Desired month of entrance
		TEL (            )            -				
Graduated from	School	Month Year	Graduated Expected to graduate			
Guardian	Name					
	Present address and postal code					
		TEL (            )            -				

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Application number	※
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### Card B:

### Examination Admission Card for Special International examination Ritsumeikan Uji Senior High School (2022)

Recommendation / Single application	
Applicant's name	

Application number	※
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### Card C: Entrance Examination Fee

Attach a copy of the payment certificate of the entrance examination fee such as a transfer slip.

<table border="1"> <tr> <td>Attach the copy of the payment certificate here.</td> </tr> </table>	Attach the copy of the payment certificate here.
Attach the copy of the payment certificate here.	

※ Application number	
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**Personal Information Form**  
**Special International Exam for International Students,**  
**2022 IB Course Ritsumeikan Uji Senior High School**

Nationality				
Venue		Online		
Exam month and category	14th (Sun) and 21st(Sun) November, 2021	Recommendation / Single application		
Desired month of entrance	First-year			
	April	September	January	
Accommodation	Home / Dormitory / Other ( )			
Parent/Guardian preferred language	1.English / 2.Japanese / 3.Other ( )			
Applicant	Name	Roman letters		Gender
		(Given Name)	(Family Name)	Male / Female
		In the writing system of your native language (e.g. Japanese characters/Chinese characters, etc.)		
	Date of birth	Age		
Present address and postal code				
Guardian	Name	Relation to the applicant ( )		
	Present address and postal code	TEL :		
	E-mail			
	Emergency contact	TEL :		
	Place of employment			
Address where you want to receive the examination result				
TEL :				

Note : Admission card will be sent to e-mail address which you write in above as attachment.  
E-mail address will be used for ZOOM meeting account at Special International Examination.

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Applicant's Name

educational background	A	School _____ National / Public / Private ----- City, Country	entered / transferred in (year _____ (month) _____) ----- graduated / transferred out / expected to graduate (year _____ (month) _____)	Grade _____ to Grade _____  Period of attendance _____ year(s) _____ month(s)
	B	School _____ National / Public / Private ----- City, Country	entered / transferred in (year _____ (month) _____) ----- graduated / transferred out / expected to graduate (year _____ (month) _____)	Grade _____ to Grade _____  Period of attendance _____ year(s) _____ month(s)
	C	School _____ National / Public / Private ----- City, Country	entered / transferred in (year _____ (month) _____) ----- graduated / transferred out / expected to graduate (year _____ (month) _____)	Grade _____ to Grade _____  Period of attendance _____ year(s) _____ month(s)
	D	School _____ National / Public / Private ----- City, Country	entered / transferred in (year _____ (month) _____) ----- graduated / transferred out / expected to graduate (year _____ (month) _____)	Grade _____ to Grade _____  Period of attendance _____ year(s) _____ month(s)
	E	School _____ National / Public / Private ----- City, Country	entered / transferred in (year _____ (month) _____) ----- graduated / transferred out / expected to graduate (year _____ (month) _____)	Grade _____ to Grade _____  Period of attendance _____ year(s) _____ month(s)
	F	School _____ National / Public / Private ----- City, Country	entered / transferred in (year _____ (month) _____) ----- graduated / transferred out / expected to graduate (year _____ (month) _____)	Grade _____ to Grade _____  Period of attendance _____ year(s) _____ month(s)
	G	School _____ National / Public / Private ----- City, Country	entered / transferred in (year _____ (month) _____) ----- graduated / transferred out / expected to graduate (year _____ (month) _____)	Grade _____ to Grade _____  Period of attendance _____ year(s) _____ month(s)
Experience of Living Abroad				
English Proficiency				
Special Ability and etc.				
Note				

# Ritsumeikan Uji Senior High School Supplementary Information Form

※ Application number	Applicant's name

1. Describe the foreign (not Japanese) or international school the applicant last attended abroad.

海外で通学していた現地校、またはインターナショナルスクールについて説明してください。

(1) Name of the school 学校名

(2) Is the school public or private? If an international school, with what nation is it affiliated?

国公立・私立の別、インターナショナルスクールの場合はアメリカ系・イギリス系・フランス系の別等

(3) What was the period of enrollment? 在籍時期・期間

(4) Describe the period (length) of the school terms through the academic year.

学期について説明してください。(2期制、3期制の別、それぞれの学期の開始日および終了日等)

(5) Describe any distinctive features of the school. 学校の特色を説明してください。

(6) Were there any classes for students whose mother tongue is not English? (e.g.ESL) What kind of classes did the applicant take there and for how many terms? What were the requirements for moving into the regular classes? 英語・その他現地の言語を母語としない児童・生徒のためのクラス(ESLなど)はありますか。そこでは、どのくらいの期間どのような科目を受講しましたか。また一般クラスへの移動の条件はどのようなものでしたか。

2. Describe any special subjects the applicant took. (e.g. a subject that needs an explanation because it would be unusual in Japan.) 成績証明書の中に特殊な科目(内容の分かりにくい科目等)があれば説明してください。

3. Give any additional information you feel we should know about the applicant's academic record. Were the applicant's classes divided according to student ability levels? 成績の評価の方法について説明を要することがあれば、書いてください。また習熟度によるレベル分けはありましたか。
  
4. Give us a brief description of language classes the applicant attended at school and the applicant's level. Let us know if the applicant can use any other languages in addition to the ones they learned at school. If you think the applicant might have language problems in Japan, please describe them. 成績証明書に記載されている語学の科目についての学習内容と到達レベルについて説明してください。学校の教科でなくても得意な外国語があれば記入してください。また言語上の問題があると思われましたら、どのようなことか説明してください。
  
5. Let us know if the applicant has special talents in sports, music, art, etc. スポーツ、音楽、美術等、何か特に優れた能力を持っていれば、それを説明してください。
  
6. Describe any noteworthy activities of the applicant (ex. volunteer work). 顕著な活動歴があれば、具体的に書いてください。

I hereby certify that the above information is correct.

以上の通り、相違ありません。

Applicant's name 志願者氏名

Guardian's signature 保護者署名

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※Application number

## Written Promise of Entrance

To the Principal of Ritsumeikan Uji Senior High School:

I promise to enter your school if I am accepted at the entrance examination for international students (returnee or foreign students) for the **2022** academic year.

Date:

Applicant Address

Name (block letters)

Signature

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Guardian Address

Name (block letters)

Signature

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※Office Use

## Recommendation Form

Name of applicant \_\_\_\_\_

Sex  Male  Female

Date of birth \_\_\_\_\_  
Day Month Year

Instructions to recommender: The applicant named above is applying for admission to Ritsumeikan Uji Senior High School, a private high school in Japan. We would appreciate your candid evaluation of this applicant's character and potential for success at high school.

Recommendation:

Large empty box for the recommendation text.

Name of recommender \_\_\_\_\_ Position \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_  
Day Month Year

Name of institution \_\_\_\_\_

Address of institution \_\_\_\_\_  
\_\_\_\_\_





# IB Course Applicant Reference Form

IB コース志願者 レファレンスフォーム

※Application number	Applicant's Name

1. How long have you known the student and in what capacity?

当該生徒と関わった期間はどのくらいですか、またどのような関係ですか？

2. What are the first words that come to mind when you think of the student? Feel free to explain what comes to mind.

当該生徒を端的な言葉で表現すると、どのような言葉になりますか？その理由もお書きください。

3. Please assess the student's ability to adapt to a rigorous academic program such as the IB Diploma Programme. You may wish to address academic ability, motivation, and self-management/ time-management.

IB ディプロマプログラムのような高度な学習プログラムに対する適応能力はどの程度あると評価されますか？ 学習能力、学習動機、自己管理、時間管理などの面から言及してください。

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4. What activities or groups has the student participated in at your school? In what ways and to what extent has the student contributed to the school community at large?

貴校でどのような活動に参加していましたか？具体的に、どのような形で、どの程度、活動に寄与しましたか言及してください。

5. Is there anything else about the student that you would like us to know?

上記以外に特記すべき事項があればお知らせください。

I hereby certify that the above information is correct.

以上の通り、相違ありません。

Contact Information (all items are mandatory) /連絡先 (全てご記入下さい)

School Name (学校名) : \_\_\_\_\_

Reference Full Name (ご記入者氏名) : \_\_\_\_\_

Work Telephone (学校電話番号) : \_\_\_\_\_

Date (日付) : \_\_\_\_\_