

2024 Ritsumeikan University Monbukagakusho (MEXT) University Recommendation Scholarship-based Admissions

Application Guidelines for September 2024 Enrollment

The following outlines Ritsumeikan University's recruitment and application procedures for 2024 enrollment accompanied by a recommendation from the university to the Ministry of Education, Culture, Sports, Science and Technology (Monbukagakusho (hereinafter "MEXT")) for the MEXT University Recommendation Scholarship.

I. Recruiting Graduate Schools

Graduate School	Major	Level	Enrollment Limit	Number of Students Accepted	Medium of Instruction
International Relations	International Relations	Master's	60	A few	English or Japanese
Science and Engineering	-Advanced Mathematics and Physics (Mathematics Course) -Advanced Electrical, Electronic and Computer Systems -Advanced Mechanical Engineering and Robotics -Advanced Architectural, Environmental and Civil Engineering	Master's	450	A few	English
	-Advanced Mathematics and Physics -Advanced Electrical, Electronic and Computer Systems -Advanced Mechanical Engineering and Robotics -Advanced Architectural, Environmental and Civil Engineering	Doctoral	15	A few	
Information Science and Engineering	Advanced Information Science and Engineering	Doctoral	15	A few	English or Japanese
Life Sciences	Advanced Life Sciences	Master's	150	A few	English
		Doctoral	15	A few	

*Enrollment Limit includes all application methods.

*Actual number of students accepted may be lower, or higher, based on applications received and admission screening results.

II. Eligibility Requirements

1. Master's Programs

Applicants for Master's programs must meet the scholarship application requirements and conditions as defined by MEXT in the MEXT University Recommendation Scholarship Application Guidelines and must meet at least 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) or who are expected to graduate from a Japanese university before being enrolled in the graduate school
- (3) Persons who have completed (*2) a degree program of 3 years or more 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 intend to apply under category (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.

In addition to the requirements above, applicants must have language ability sufficient enough to understand course materials in the language of instruction offered at their desired graduate school.

2. Doctoral Programs

Applicants for Doctoral programs must meet the scholarship application requirements and conditions as defined by MEXT in the MEXT University Recommendation Scholarship Application Guidelines and must meet at least of one of the following conditions:

- (1) Persons who have been awarded, or are scheduled to be awarded prior to enrollment in Ritsumeikan University's graduate school, a master's degree or professional degree as defined by Japanese law, or an 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 (*1)

*1 Applicants who intend to apply under category (3) or (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.

In addition to the requirements above, applicants must have language ability sufficient enough to understand course materials in the language of instruction offered at their desired graduate school.

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 Email: cger-bkc@st.ritsumei.ac.jp

- (2) Applicants who pass the admissions screening under the condition of "expecting" to fulfill the Eligibility Requirements but who ultimately do not fulfill the requirements by September 25, 2024, the day before enrollment, will not be permitted to enroll.

- (3) Payment of an application fee is not required when applying via these procedures.

III. Screening Method

Applicants will be screened based on submitted application documents and email (and/or video (i.e. zoom, etc.)) interviews.

Note that preference will be given to applicants hailing from the designated countries and regions of national interest as established by MEXT (see Attachment 1 for details).

* This screening will determine admission to Ritsumeikan University's graduate schools. Ritsumeikan University will also recommend applicants who pass this screening to MEXT for scholarship. MEXT alone 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 School Application Form (University designated form)
- (2) Application for Japanese Government (Monbukagakusho: MEXT) Scholarship (MEXT designated form)
- (3) Application Questionnaire (University designated form)
- (4) Field of Study and Study Program (MEXT designated form)
- (5) Letter of Recommendation by the dean, or a person of equivalent or higher position, at the applicant's school or institution. Must be addressed to the "President of Ritsumeikan University". (Free-form, however, use of the template found on our homepage is recommended)
- (6) Official Transcripts from most recent academic institution attended (Undergraduate or Graduate degree program)
***MUST** include a formal explanation of the grade scale (i.e. A=100~90, B=89~80, C=79~70, D=69~60, Fail=59~0, etc.). If not included, submit separately.
- (7) Official graduation certificate or certificate of program completion, or duplicate diploma, or certificate of expected graduation or expected program completion, from most recent academic institution attended (Undergraduate or Graduate degree program)
***DO NOT** send your original diploma as it **WILL NOT** be returned to you. Instead, obtain a new, separate certificate which states your graduation status from your university. Any certificate (or letter issued on formal letterhead) containing the freshly imprinted seal of the university and which describes all of your relevant graduation or program completion information is acceptable. To be clear, simple photocopies are not accepted.
*For those who have completed graduate school abroad, this certificate must indicate which degree was conferred (Master, Ph.D., etc.).
- (8) (Optional) 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, project, 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) Documentation showing objective proof of level of English language ability.

1) Submit a grade certificate from an English Language Ability Test on which the scores earned for each individual section, and the total score, are all equivalent to or higher than the Common European Framework of Reference for Languages (CEFR) B2 level. (Score reports must be from one of the following: TOEIC® L&R Test, TOEFL iBT® Test, TOEFL iBT® Home Edition, IELTS, IELTS Indicator or Duolingo. Copies are acceptable).

If you cannot submit a score from any of the above tests but can submit a test score from another internationally recognized English language test on which you earned scores equivalent to or higher than CEFR B2 level for each individual section and for the total score, please submit that original, official score certificate along with the official test score scale and score conversion chart showing the conversion to either the CEFR levels or to the levels of one of the tests mentioned above.

*Test must have been taken in the two-year period preceding the application deadline to be acceptable.

2) Applicants who cannot submit a score certificate fulfilling the criteria of 1), but who's education at their current university or most recent alma mater was conducted primarily in English should submit an original certificate or letter stating as much issued by either their current university or most recent alma mater.

3) Applicants who cannot submit a certificate fulfilling the criteria of either 1) or 2) above must submit other documentation showing objective proof of their level of English language ability (for example, an English language test score certificate on which scores earned were less than CEFR B2 level, or which was taken more than 2 years prior to the application deadline). Let it be known that in particular, any who submit a certificate which fulfills only this criteria 3) may be asked to participate in an online interview(s).

-For those who wish to study in Japanese

- 1) Passing grade certificate from the Japanese Language Proficiency Test (JLPT) Level N1 or N2. (copies acceptable)
- 2) Applicants who cannot submit a score certificate fulfilling the criteria of 1), but who's education at their current university or most recent alma mater was conducted primarily in Japanese should submit an original certificate or

letter stating as much issued by either their current university or most recent alma mater.

- 3) Applicants who cannot submit a certificate fulfilling the criteria of either 1) or 2) above must submit other documentation showing objective proof of their level of Japanese language ability (for example, a JLPT N1 or N2 failing score certificate). Let it be known that in particular, any who submit a certificate which fulfills only this criteria 3) may be asked to participate in an online interview(s).

(12) Certificate of health (University designated form, or form with identical contents)

(13) For graduates of Bachelor Degree Programs at Chinese universities a PDF copy of the 教育部学历证书电子注册备案表, for graduates of graduate programs at Chinese universities a PDF copy of the 教育部学历证书电子注册备案表 and a PDF copy of the 教育部学籍在线验证报告, and for current students of Bachelor Degree or graduate programs at Chinese universities a PDF copy of the 教育部学籍在线验证报告. (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 English on A4-sized paper by word-processing software. Documents submitted in any language other than English must have an English translation attached.

(2) On all documents, date of birth must be written exactly as it appears on your passport.

(3) On the Ritsumeikan University Graduate School Application Form, your name must be written in the Roman alphabet exactly as it appears in your passport, and following the rules below. Do not fill out your name using Chinese characters even if you use Chinese characters in your home country.

* Write your name in the order of Family name (all uppercase), First name (the first letter in uppercase and the rest in lowercase), and Middle name (the first letter in uppercase and the rest in lowercase).

* For names without a clear distinction between surname and first name, write the first part of the name in all uppercase and for the rest, write the first letter in uppercase and the rest in lowercase.

Example: Family Name: RITSUMEI First Name: Taro Middle Name: Saionji

On other forms, fill out your name as per the instructions contained within the form.

(4) All application documents must be submitted together by international express mail to the address listed at “4.” below and arrive before the application period ends.

(5) Submitted documents will not be returned for any reason.

(6) If it is determined that your application documents contain any deliberate falsifications or forgeries, your application will not pass the screening.

(7) About Security Export Control

Ritsumeikan University has established the “Ritsumeikan University Security Export Control Regulations (立命館大学安全保障輸出管理規程)” in accordance with the “Foreign Exchange and Foreign Trade Act”, and conducts strict screening of international students at the time of admissions on the basis of these regulations. Please be aware that international students who fall under any of the conditions set out in the Act may be unable to receive their desired education or conduct their desired research at the university. A stringent screening in accordance with the “Foreign Exchange and Foreign Trade Act” will be conducted after your application documents are received.

3. Application Period:

Thursday, November 30th, 2023 – Thursday, December 21st, 2023

*Applications post-marked by the final date of the application period will be accepted.

Application Procedures:

1) Take a clear scan of all application documents and save as one PDF. Please use the reduce file size function, if available in your PDF editor, to decrease the file size.

2) Send your complete application to the postal address in 4. Application Mailing Address below via traceable international express post (i.e. EMS, FedEx, DHL, etc.) (*if in Japan, send via traceable domestic post.). Retain the digital postal delivery receipt or take a photo of paper version.

3) **Send your scanned application document PDF from 1) above and your digital postal delivery receipt or a photo of the paper version from 2) above to the email address in 4. Application Mailing Address below by 11:59 pm (Japan Standard Time) on December 21st, 2023**, the final day of the application period. Set the title of the email as “Application Documents for MEXT Scholarship”.

*If you fail to send your scanned application document PDF or your postal delivery receipt to the designated email address by the deadline, you **will not** be screened as an applicant.

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

Email : cger-bkc@st.ritsumei.ac.jp

V. Notification of results

Thursday, February 8th, 2024

- * Applicants who successfully pass this admission screening will be sent a letter of acceptance to the postal address, and will be sent a PDF scan of the same to the email address, listed on their Ritsumeikan University Graduate School Application Form. Ritsumeikan University will then proceed to recommend each successful applicant to MEXT for scholarship.
- * Passing Ritsumeikan University's screening does not guarantee that an applicant will be granted a scholarship from MEXT.
- * Applicants who do not pass this admission screening will be notified via email, sent to the address listed on their Ritsumeikan University Graduate School Application Form.
- * Waitlisted candidates will also be determined, and will be notified of their status via email at the address listed on their Ritsumeikan University Graduate School Application Form. If a waitlisted candidate is later elevated to passing status, the candidate will be separately informed of the change by the date specified in the waitlist notification email.

VI. Enrollment Procedures

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

VII. MEXT Scholarships for International Students System

- (1) This admission screening will be conducted in accordance with the "2024 Monbukagakusho (MEXT) University Recommendation Scholarship for International Students Guidelines." Those granted a letter of acceptance via this admission screening will be recommended by Ritsumeikan University to MEXT for scholarship.
- (2) For details on MEXT International Student Scholarships, please see MEXT's website.

Nothing follows.

Attachment 1: Designated Countries and Regions List

Africa
Algeria
Angola
Uganda
Eswatini
Egypt
Ethiopia
Eritrea
Ghana
Cape Verde
Gabon
Cameroon
Gambia
Guinea
Guinea-Bissau
Kenya
Cote d'Ivoire
Comoros
Republic of the Congo
Democratic Republic of the Congo
Sao Tome and Principe
Zambia
Sierra Leone
Djibouti
Zimbabwe
Sudan
Seychelles
Equatorial Guinea
Senegal
Somalia
Tanzania
Chad
Central African Republic
Tunisia
Togo
Nigeria
Namibia
Niger
Burkina Faso
Burundi
Benin
Botswana
Madagascar
Malawi
Mali
South Africa
Southern Sudan
Mozambique
Mauritius
Mauritania
Morocco
Libya
Liberia
Rwanda
Lesotho
Southwest Asia
India
Sri Lanka
Nepal
Pakistan
Bangladesh
Bhutan
Maldives

Southeast Asia
Indonesia
Cambodia
Singapore
Thailand
Philippines
Brunei
Vietnam
Malaysia
Myanmar
Laos

South and Central America
Argentina
Uruguay
Ecuador
Guyana
Colombia
Suriname
Chili
Paraguay
Brazil
Venezuela
Peru
Bolivia

Middle East
Afghanistan
United Arab Emirates
Yemen
Israel
Iraq
Iran
Oman
Qatar
Kuwait
Saudi Arabia
Syria
Turkey
Bahrain
Jordan
Lebanon
Palestine

Oceania
Australia
Kiribati
Cook Islands
Samoa
Solomon Islands
Tuvalu
Tonga
Nauru
Niue
New Zealand
Vanuatu
Papua New Guinea
Palau
Fiji
Marshal Islands
Micronesia

Europe
Iceland
Ireland
Azerbaijan
Albania
Armenia
Andorra
Italy
Ukraine
Uzbekistan
United Kingdom
Estonia
Austria
Holland
Kazakhstan
Northern Macedonia
Cyprus
Greece
Kyrgyzstan
Croatia
Kosovo
San Marino
Georgia
Switzerland
Sweden
Spain
Slovakia
Slovenia
Serbia
Tajikistan
Czech Republic
Denmark
Germany
Turkmenistan
Norway
Vatican
Hungary
Finland
France
Bulgaria
Belgium
Poland
Bosnia and Herzegovina
Portugal
Malta
Monaco
Moldova
Montenegro
Latvia
Lichtenstein
Lithuania
Romania
Luxemburg

North America
United States of America
Canada

East Asia
Mongolia

1. Documents to be submitted

- 1) Ensure that **ALL** required documents are submitted. Some are included in this PDF.
- 2) Complete application documents in this PDF on a computer and print on A4-sized paper.
 - * Delete all "Sticky Notes" (the little comment boxes containing words of advice) before printing or adjust your printer settings to print without the notes visible.
- 3) **Required documents 5, 6, 7, and 12 listed on the next page must be original documents.** Further, if submitting an additional certificate to fulfill **document 8, which is optional**, it too must be an **original**.
 - * For these documents, **original** means that the document you submit as part of your application was issued to you by your university, dean, clinic, etc. **directly**, and the document contains the freshly imprinted seal of the university, dean, clinic, etc. and/or the appropriate hand-written signature(s). Copies of previously issued certificates which are then certified by the organization which issued the original certificate as being a "certified true copy" (sometimes referred to as a "certified copy") and identical to the original in all respects are also **original**. To be absolutely clear, a simple photocopy or printout is not original and cannot be accepted.
*Ex: **Every** official transcript you have ever ordered from a school you attended is an **original**, however, a photocopy you took of any of those official transcripts is not an original. If the appropriate office at a school you previously attended affixes their formal seal(stamp) to a photocopy of an old official transcript which they previously issued, however, it becomes a certified true copy, which is an **original**.*
- 4) **DO NOT** submit printed copies of this page, the FAQ, or any other documents not listed on the following page with your application. Unrelated documents included in your application will not 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) Certificates in languages other than English or Japanese must be submitted along with translations into English or Japanese. Only translations issued & signed by a translation company or qualified translator are accepted.
- 2) Application must be submitted via a TRACEABLE postal service to the designated mailing address, post-marked by the deadline, and a scan of the application AND the proof of delivery must arrive in the inbox of the designated email address BY the deadline.
 - **No notification will be sent to you if/when your application documents arrive. Check your package's tracking number if you would like to know if/when your application documents have arrived!**
- 3) The thesis summary **must include your thesis title** and be a **concise summary** of your thesis.
- 4) Applications determined to contain deliberate falsifications of forgeries will not pass the examination.
- 5) **Submitted documents cannot be returned for any reason.**

For all other details, please **re-read the official application guidelines** found earlier in this PDF, read the **FAQ** found later in this PDF, and see the other information posted to our homepage at <http://en.ritsumei.ac.jp/admissions/monbukagakusho-university-recommendation/>

1. RITSUMEIKAN UNIVERSITY GRADUATE SCHOOL APPLICATION SHEET
2. **APPLICATION FOR JAPANESE GOVERNMENT (MONBUKAGAKUSHO: MEXT) SCHOLARSHIP** Must be completed in the language in which you intend to study (either English or Japanese).
3. Application Questionnaire
4. **Field of Study and Research Plan (No page limit)**
This form must be completed in the language in which you intend to study (either English or Japanese).
 - “1 Present field of study” is your current field of study, research, expertise, etc.
 - “2 Your research topic in Japan: Describe articulately the research you wish to carry out in Japan.” Is where you should clearly describe the topic of the research you wish to engage in in Japan, as well as all pertinent details.
 - “3 Study program in Japan: (Describe in detail and with specifics - particularly concerning the ultimate goal(s) of your research in Japan)” is your actual research plan. As indicated, you must also write in particular about the ultimate goal(s) of your research.
5. **Letter of Recommendation by the dean, or a person of equivalent or higher position, at the applicant’s school or institution.**
The Letter **MUST BE** addressed to the "President of Ritsumeikan University, Japan".
Appropriate titles of the sender and addressee MUST BE included.
Free-form, however, use of the template found on the homepage is recommended.
6. **Official Transcript of Grades from most recent academic institution attended (Undergraduate or Graduate degree program)**
**MUST** include a clear explanation of all possible levels used in grading (i.e. A=90~100, B=80~89, C=70~79, D=60~69, FAIL= 0~59, etc.). If it does not, YOU MUST **ALSO** SUBMIT a **SEPARATE DOCUMENT** which shows this information, such as a printout of the student handbook (PDF often available on your university homepage).
Transcript must include grades for all courses taken at the university currently enrolled (if currently enrolled) or at the most recently attended university (if graduated). If the transcript only contains grades for less than one full year of courses, also submit Official Transcripts of Grades and Official Graduation Certificate from the university attended prior.
7. **Official graduation certificate or certificate of program completion, or diploma, or certificate of expected graduation or expected program completion, from most recent academic institution attended (Undergraduate or Graduate degree program)**

 - **DO NOT send your one-and-only graduation diploma!** Order a new, separate certificate describing your graduation status from your institution. Your university’s Registrar’s office, or the administrative office of the department you formerly attended usually handles this procedure, and at most universities such certificates can easily be ordered online at the same place where you order official transcripts. Further, some official transcripts formally describe all graduation status information. In such cases, submitting two copies of your official transcripts can suffice to fulfill both requirements 6. and 7.
8. (OPTIONAL) 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) *Your Official Transcript of Grades automatically fulfills this optional document, however, you are free to submit something else to be used instead. To be clear, submission of an additional document is optional.
9. **Abstract of thesis written for most recent academic degree awarded, etc.** *One page in length, must include title.
 - **If no thesis written for most recent/current degree, submit a summary of research/graduation project/term paper, etc.**
10. Copy of passport page containing applicant's name and date of birth or a copy of family register or residence certificate, etc.
11. **Documentation showing objective proof of level of English language ability**
 - Submit a score report copy from one of the tests indicated in the guidelines. *Tests taken within 2 years of application deadline only.
 - Applicants who cannot submit a score certificate but who’s medium of instruction was/is English at their current or most recent university should submit an original certificate or official letter stating as much issued by that university.
12. **Certificate of Health** (Please use the attached form, or one with identical contents)
13. For graduates of Bachelor Degree Programs at Chinese universities a PDF copy of the 教育部学历证书电子注册备案表, for graduates of graduate programs at Chinese universities a PDF copy of the 教育部学历证书电子注册备案表 and a PDF copy of the 教育部学籍在线验证报告, and for current students of Bachelor Degree or graduate programs at Chinese universities a PDF copy of the 教育部学籍在线验证报告. (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.

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

Table of Contents

Before Filling out the Forms	2
The Ritsumeikan and Monbukagakusho Application Forms	2
Application Questionnaire	3
Recommendation Letter	3
Certificate of Grades and Certificate of (scheduled) Graduation	4
Concise Summary of Graduation Thesis for Most Recent Degree.....	5
Passport/ ID.....	5
Language Proficiency.....	5
Application Procedures.....	6
Technical Difficulties, Printing Problems, etc.....	6

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!

Before Filling out the Forms

Q. Can I receive recommendations from multiple universities for MEXT University Recommendation Scholarship?

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, MEXT will disqualify you from their 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).

The image shows a portion of a Japanese application form. It has a table-like structure with fields for '1. 氏名 Name' (Last, First, Middle), '母国語 Native language', '発音 (アルファベット表記) Alphabet', and '2. 国籍 Nationality'. A yellow sticky note is placed over the 'Native language' field. The sticky note contains the following text: 'BKC International Center 2015/11/20 15:50:53. If it isn't possible to type your name in your native language using a computer, please handwrite your name on your printed application form instead.'

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. My country uses a different system of counting years. Can I enter dates in my country's system?

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.

Q. Where can I find the list of graduate schools, majors, and courses accepting?

A. [Please refer to the application guidelines included at the beginning of this PDF.](#)

Q. I have not done any research in the field I

A. Yes.

am applying for, do I have to fill in the questions for research specialized in the past?

Q. On the MEXT 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?

A. **No.** If you are currently employed, please fill in the name of the company you work for.

Application Questionnaire

Q. Do I need to contact my Desired Supervising Professor before submitting my application?

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.

Recommendation Letter

Q. I cannot find the Recommendation Form for my Dean to fill in. Where can I find one?

A. **There is no designated form.** It should be a Recommendation Letter clearly addressed to "The President of Ritsumeikan University, Japan". See the sample here (<https://en.ritsumeikan.ac.jp/admissions/file/LoRSample.pdf>) for reference. Optionally, you may use the template available here (https://en.ritsumeikan.ac.jp/admissions-e/file/RU_LORTemplateMEXT.docx).

Q. I know my Assistant Dean better than my Dean. Can he/she write my recommendation?

A. **No.** If you are in school or a recent graduate your letter of recommendation must be from the Dean of your department or a higher ranked university official. A letter written and signed by your professor, Assistant Dean, etc. which is also co-signed by your Dean, however, is acceptable.

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

A. 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.** 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) is required.

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. Do not 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.

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 grading 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 "a formal explanation of the grade scale"?

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...

Frequently Asked Questions

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

A. Please submit grades from your current degree program and your previously attended degree program, even if they are from different institutions.

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 scores (i.e. TOEFL)?

A. If you don't have an internationally recognized English test score as designated by the application guidelines, a certificate issued by your university stating that the language of instruction of your degree program was English should be submitted instead (see Application Guidelines). There is no particular format, however documents must be official university certificates or letters.

Q. What is the minimum Japanese proficiency to apply?

A. Students applying for English-based programs do not need to provide any proof of 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.

Frequently Asked Questions

Application Procedures

Q. Is there an application fee for applicants under the Monbukagakusho Scholarship Program?

A. No.

Q. Is it possible to start my studies in the spring semester (April)?

A. No. All programs recruited for will begin from the Fall Semester (September).

Technical Difficulties, Printing Problems, etc...

Q. I cannot read/fill in some of the fields in the application documents. What should I do?

A. Please be sure to download the pdf file to your computer (do not view it in your browser window), and install the latest version of Adobe Acrobat Reader (free). You may **NEATLY** write in answers for any sections where the PDF is broken.

Q. The yellow Sticky Notes are visible on my printed forms. Can I submit them like this?

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.

END OF FAQ

Application forms begin from the next page

立命館大学 入学試験志願票

RITSUMEIKAN UNIVERSITY GRADUATE SCHOOL APPLICATION SHEET

<大学使用欄・For University Use Only> 受験番号	<大学使用欄・For University Use Only> 志願受付番号
--------------------------------------	--

顔写真貼付欄
写真データを貼付してください。

ID Photo
Attach an ID style photo here

入学年度 Year of Enrollment	年 Year	入学時期 Semester of Enrollment	
入試方式名称 Admission Method			

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	年/Year 月/Month 日/Date
フリガナ/Name in Katakana *Leave blank if no Japanese language skills	Last Name (Surname)		First Name (Given Name), Middle Name		
氏名/Your name as spelled in your passport	Last Name (Surname)		First Name (Given Name), Middle 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 in Japan	留学 Student	その他 Other	_____		

兵役中ですか? Are you in current active military service?	いいえ No	はい Yes	はいの場合、終了予定 If Yes, scheduled date of completion:	年/Year 月/Month 日/Date
--	-----------	-----------	---	-----------------------

出願研究科 Intended Graduate School	The Ritsumeikan University Graduate School of
出願課程 Intended Degree Program	
出願専攻 Intended Major	

現住所 Current Mailing Address	〒Postal Code:
自宅電話番号/Home Phone Number	
携帯電話番号/Mobile Phone Number	
E-mail	

保証人氏名/Guarantor's Name <i>*母国の方可 Guarantor does not need to live in Japan.</i>		続柄 Relationship with Applicant	
保証人住所 Guarantor's Address	〒Postal Code:		
保証人電話番号 Guarantor's Contact Number			

自由記述欄 Other Notes (if any)	
-------------------------------	--

学歴 / Academic Background**① 大学学歴 / Your University (Undergraduate/Bachelor 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。

Fill out the information for the college/university from which you graduated (or are scheduled to graduate from).

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/Name of University			
学部学科名/Name of College and/or Department			
学位名/Name of Degree			
使用言語/Primary Language of Instruction	英語 English	その他 Other	
大学卒業(見込)年月/ (Estimated) Graduation Date	年/Year 月/Month 日/Date		

② 大学院学歴 / Your Graduate School (Master's or Doctoral level, etc., if attended)

▼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 are enrolled in or have graduated from a graduate school after finishing university, fill out below.

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/Name of Graduate School			
研究科専攻課程名/ Name of Department, Major, Program, etc.			
学位名/Name of Degree			
使用言語/Primary Language of Instruction	英語 English	その他 Other	
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 Universities, Graduate Schools, or Professional Schools, etc. 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 have graduated from professional school, etc.), enter below.

修了区分/Graduation Status	卒業 Graduated	卒業見込 Expected to graduate	その他 Other
出身大学/大学院名 Name of University/ Graduate School/ Professional School, etc.			
研究科専攻課程名 Name of College or Department, Major, Program, etc.			
学位名/Name of Degree			
使用言語/Primary Language of Instruction	英語 English	その他 Other	
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 (For University Filing Purposes)

氏名 Name of Applicant					
国籍 Nationality					
在留資格/ Current Residence Status in Japan	なし None	留学 Student	その他: Other:	在留期間満了日 Japanese Residence Status Expiry Date	年/Year 月/Month 日/Date
留学費用区分 Funding Category	国費(文部科学省) Japanese Gov. Sponsorship Applicant		私費 Privately Financed Applicant/ Applicant via other scholarship		
来日(予定)日 (Scheduled) Arrival in Japan	年/Year 月/Month				

■国費留学生実績情報 / Past Record of Japanese Government Scholarship Award

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 to the following questions.		
留学生期間：開始 Study Abroad Period： FROM	年/Year 月/Month 日/Date	
留学生期間：終了 Study Abroad Period： TO	年/Year 月/Month 日/Date	
受入大学 University Studied at		

入学試験要項に記載されている事項を全て理解し、上記の通り、立命館大学大学院の入学許可を申請します。

I understand all matters stated in the application guidelines and hereby apply for admission to the Graduate School of Ritsumeikan University.



申請年月日 Date of Application		同意欄 Consent Checkbox	<input type="checkbox"/>
------------------------------	--	-------------------------	--------------------------

2024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)[特別枠]

2024 APPLICATION FORM FOR JAPANESE GOVERNMENT (MEXT) SCHOLARSHIP
(RESEARCH STUDENTS)

記入上の注意

- 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。
- 数字は算用数字を用いること。
- 年号はすべて西暦とすること。
- 固有名詞はすべて正式な名称とし、一切省略しないこと。

本申請書で提供される個人情報については本奨学金の選考、採用後の渡日に係る査証・航空券手配・関係者ネットワークの構築等に係る情報提供のために使用する。提供された個人情報については、業務遂行に必要な範囲で委託先及び関係省庁へ共有する。本申請書最終ページの「同意欄」にチェックすることで、上記個人情報の取り扱いに同意したものとします。

INSTRUCTIONS

- Type application, if possible, or write neatly by hand in block letters.
- Use Arabic numerals.
- Write years in western calendar.
- Write proper nouns in full without abbreviation.

※ The personal information provided in this application form will be used to provide information relating to the selection for this scholarship, arranging visas and airplane tickets for the student to come to Japan after being selected for the scholarship, and building a network of related persons. The personal information provided will be shared with contractors and the related ministries and agencies to the extent necessary to carry out the work. By checking the "Consent field" box on the final page of this application form, it will be deemed that you have consented to the handling of the personal information above.

1.氏名 Name	アルファベット Alphabet	Surname (姓)	Given name (名)	Middle name (ミドルネーム)
	自国語 Native language	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. 婚姻状況 Marital Status	<input type="checkbox"/> 独身 Single	<input type="checkbox"/> 既婚 Married	写真(4.5cm×3.5cm) Photo Upload a facial photo taken within the last 6 months. 6か月以内に撮影した顔写真をアプ ロードしてください。
4.国籍 Nationality						
5.日本国籍有無 Japanese Nationality	<input type="checkbox"/> 無 NO	<input type="checkbox"/> 有 YES	離脱予定年月 expatriation date	年 yy	月 mm	
6.生年月日 Date of Birth	年 yyyy	月 mm	日 dd	年齢 (2024/4/1現在) Age (As of April 1, 2024)	歳 yrs	

※応募者は1989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, 1989.

7.(1)現住所 Current Address ※都市名を省略しないこと。 DO NOT OMIT CITY NAME.	都市名 City Name	国名 Country Name
--	------------------	--------------------

※1 現住所が日本の場合、現在の在留資格の種類
If you currently reside in Japan, what is your current visa status?

※2 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.

※3 募集要項1ページ目、1. (1)記載の【国内推薦者の定義】に該当する者については、渡日旅費が不支給となることを理解しているか。(国内推薦については募集要項P1、1. (1)参照。)Do you understand that travel expenses to Japan will not be paid if you fall under the [definition of domestic recommender] stated in Page 1, 1. (1) of the Application Guidelines? (For domestic recommendations, please refer to Page 1, 1. (1) of the Application Guidelines.)	<input type="checkbox"/> はい YES	<input type="checkbox"/> いいえ NO
--	------------------------------------	------------------------------------

(2) 渡日前住所 Your address before departure for Japan ※都市名を省略しないこと。 DO NOT OMIT CITY NAME.	<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 My "Current Address" above will be changed as follows:
	都市名 City Name	国名 Country Name

※1 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(国内推薦者で本奨学金申請後に転居予定の者も含む)は、「(2)渡日前住所」の「下記住所に変更することが確定している」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。*1 If your current address will change before your departure for Japan (including domestic recommenders who plan to move after the application form for this scholarship has been submitted), place a ✓ in the box "My current address above will be changed as follows" of "(2) Your address before departure for Japan" and fill in the address. If you do not plan to change your current address, place a ✓ in the "Same as above" box.

※2 現住所が日本で、転居予定が無い場合は「同上」に✓を入れること。
*2 If your current address is in Japan and you have no plans to move, put a ✓ in the "Same as above" box.

※3 渡日前住所が国籍国と異なる場合は、原則として渡日旅費が不支給となることを理解しているか。If you currently reside in outside your home country, do you understand that, in principle, after selected for MEXT Scholarship Student, you are not provided an airline ticket to Japan?	<input type="checkbox"/> はい YES	<input type="checkbox"/> いいえ NO
--	------------------------------------	------------------------------------

(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.

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、プログラムを以下の「プログラム区分」から選択すること。 If "YES", please specify the period and the name of the school, and select the Program No. (① to ⑨) from the below 'Program category'.											
期間 Period		年 yyyy	月 mm	～	年 yyyy	月 mm	学校名 Name of school		プログラム Program No.		
期間 Period		年 yyyy	月 mm	～	年 yyyy	月 mm	学校名 Name of school		プログラム Program No.		
期間 Period		年 yyyy	月 mm	～	年 yyyy	月 mm	学校名 Name of school		プログラム Program No.		
プログラム区分 Program category	①研究留学生 Research Students			②学部留学生 Undergraduate Students			③高等専門学校留学生 College of Technology Students				
	④専修学校留学生 Specialized Training College Students			⑤日本語・日本文化研修留学生 Japanese Studies Students			⑥教員研修留学生 Teacher Training Students				
	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			⑧ヤング・リーダーズ・プログラム留学生 Young Leaders' Program			⑨スーパーグローバル大学創成支援事業 Top Global University Project				
※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入学期望大学の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 the university in Japan you wish to attend.											
(3)上記にて①、②(特別枠の学部留学生として学位を取得又は取得見込みのものを除く)、③、④、⑥又は⑨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年以上の学業又職務経歴があるか。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。(3) If you marked program ①, ② (excluding those who have obtained or are expected to obtain a degree as undergraduate students of the Japanese Government (MEXT) scholarship programs (university recommendation/special selection)), ③, ④, ⑥ or ⑨ above, do you have at least three years of educational or work experience following the end of the payment of the previous scholarship and the start of this scholarship? If yes, please specify the name of the organization of affiliation, the content of the education and research, 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	か月 mons	
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	か月 mons	
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	か月 mons	
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2024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 2024? 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。
 2. 「大学予備教育」は後期中等教育に含まれる。
 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。
 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)
 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。
 6. 修了済みの課程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)
 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。

1. Exclude kindergarten education and nursery school education.
 2. Preparatory education for university admission is included in upper secondary education.
 3. If the applicant has passed the university entrance qualification, indicate this in the Remarks column.
 4. Any school years or levels skipped should be indicated in the Remarks column. Example: Skipped senior year for the early graduation.
 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. Calculate and write the total number of years studied based on the duration as a student. (including extended leaves such as summer vacation)
 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 of school											
	から From	年 yyyy	月 mm	~	まで To	年 yyyy	月 mm	修業年限 Period required for graduation	年 yrs			
	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 of school											
	から From	年 yyyy	月 mm	~	まで To	年 yyyy	月 mm	修業年限 Period required for graduation	年 yrs			
	特記事項 Remarks											
後期中等教育 (高校) Upper Secondary Education (Senior High School)	学校名 Name of school											
	から From	年 yyyy	月 mm	~	まで To	年 yyyy	月 mm	修業年限 Period required for graduation	年 yrs			
	特記事項 Remarks											
高等教育 (大学学部) Tertiary(Higher) Education (Undergraduate)	学校名 Name of school						学部名 Name of Faculty					
	所在地 Location	州・省 State/Province					市・町 City/Town					
	から From	年 yyyy	月 mm	~	まで To	年 yyyy	月 mm	修業年限 Period required for graduation	年 yrs			
	修了状況(※渡日時点) Status(*As of arrival in Japan)	<input type="checkbox"/>	修了 Completed	<input type="checkbox"/>	修了見込 Expected to complete	<input type="checkbox"/>	退学 Withdrawal	<input type="checkbox"/>	その他※特記事項欄に詳細を記入すること Other *Fill in the details in the Remarks column below.			
	学位 Degree	<input type="checkbox"/>	学士 Bachelor-level									
	特記事項 Remarks											
高等教育 (大学院) Tertiary (Higher) Education (Graduate)	学校名 Name of school						学科名 Name of Department					
	所在地 Location	州・省 State/Province					市・町 City/Town					
	から From	年 yyyy	月 mm	~	まで To	年 yyyy	月 mm	修業年限 Period required for graduation	年 yrs			
	修了状況(※渡日時点) Status(*As of arrival in Japan)	<input type="checkbox"/>	修了 Completed	<input type="checkbox"/>	修了見込 Expected to complete	<input type="checkbox"/>	退学 Withdrawal	<input type="checkbox"/>	その他※特記事項欄に詳細を記入すること Other *Fill in the details in the Remarks column below.			
	学位 Degree	<input type="checkbox"/>	学士 Bachelor-level	<input type="checkbox"/>	修士 Master-level	<input type="checkbox"/>	博士 Doctor-level					
	特記事項 Remarks											
高等教育 (大学院) Tertiary (Higher) Education (Graduate)	学校名 Name of school						学科名 Name of Department					
	所在地 Location	州・省 State/Province					市・町 City/Town					
	から From	年 yyyy	月 mm	~	まで To	年 yyyy	月 mm	修業年限 Period required for graduation	年 yrs			
	修了状況(※入学時点) Status(*As of arrival in Japan)	<input type="checkbox"/>	修了 Completed	<input type="checkbox"/>	修了見込 Expected to complete	<input type="checkbox"/>	退学 Withdrawal	<input type="checkbox"/>	その他※特記事項欄に詳細を記入すること Other *Fill in the details in the Remarks column below.			
	学位 Degree	<input type="checkbox"/>	学士 Bachelor-level	<input type="checkbox"/>	修士 Master-level	<input type="checkbox"/>	博士 Doctor-level					
	特記事項 Remarks											

入学時点で修了済みの課程年数合計
Total years of education you will complete as of enrolment in the university in Japan

年
yrs

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"/>	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"/>	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	職務内容 Type of work
	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	その他の資格名 Name of other qualification	得点等 Score, etc.		
21. 英語能力(資格) English language qualifications	TOEFL	iBT Other type ()	IELTS	その他の資格名 Name of other qualification	得点等 Score, etc.		
※資格・検定試験のスコアの有効期限は、当プログラムの公募開始日から 2年以内 になります。 The effective expiration period for qualifications or proficiency test scores is within two years from the application start date for this program.							
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.)							
※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。 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.							
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 yyy	月 mm	~ To	年 yyy	月 mm		
From	年 yyy	月 mm	~ To	年 yyy	月 mm		
私は2024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 FY2024 and upon confirmation of my qualifications for application as stated above, I hereby apply for this scholarship.					同意欄 Consent field <input type="checkbox"/>		
申請年月日 Date of application		20	年 year	/	月 month	/	日 day



APPLICATION QUESTIONNAIRE

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

1. Your Name (As appears on passport): _____

2. **Most recent thesis title** *If currently enrolled as a student but your thesis title/topic is not yet determined, please enter information for your previously written graduation thesis, if any.

Have you ever written a thesis? Yes, I have. No, I've never written a thesis.

If yes: Degree Level: _____

 Thesis Title: _____

*Title **must** match that of your application document "(9) Abstract of thesis written for most recent academic degree awarded."

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

Name of Desired Supervising Professor: _____

*All applicants must enter the name of a desired supervising professor (multiple entries OK). There is no need to obtain the professor's permission to include his or her name here, simply write in your preference. See the homepage of your desired graduate school for a list of the faculty.

Desired Thesis Topic at Ritsumeikan: _____

4. The **international airport in your home country nearest to the address where you plan to be living in early Sep 2024, just prior to your travel to Japan.** If granted scholarship, **your flight will be from this airport.** **Later changes not possible.**

Name of Airport: _____

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

Name of City: _____

6. If you are granted admission to Ritsumeikan University and recommended for scholarship, but MEXT declines your application for scholarship, do you wish to enter Ritsumeikan as a self-financed student? *You would be responsible to pay your own academic fees and tuition. Other scholarships may be applied for after enrollment. For more info: <http://en.ritsumei.ac.jp/current-students/scholarships/>

Yes, I would. No, I wouldn't.

7. Let us know, how did you **first** learn about Ritsumeikan University? (single answer only)

Through a friend who goes to/went to RU. Through my uni's international office. I attended a Study Abroad fair.

Through the Japanese embassy/consulate. I read a paper written by a Ritsumeikan faculty/student.

I heard a presentation given by a Ritsumeikan faculty/student. A Ritsumeikan faculty/staff member spoke at my school.

When searching for universities online, I stumbled upon Ritsumeikan's website.

Other: _____

8. Let us know, **how did you learn about this scholarship-based admission opportunity?**

Through a friend who goes/went to RU. Through my uni's international office. I attended a Study Abroad fair.

Through the Japanese embassy/consulate. A Ritsumeikan faculty/staff member spoke at my school.

When searching for universities online, I stumbled upon Ritsumeikan's website.

Other: _____

健康診断書 (2024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 2024)

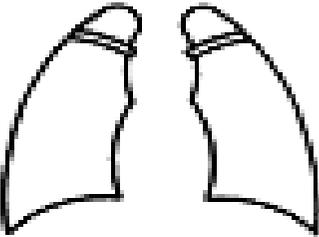
(to be completed by the examining physician)
Please fill out (PRINT/TYPE) in Japanese or English.

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

1. 身体検査
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 (右) (左) Without glasses (R) (L)	(8)聴力 Hearing	<input type="checkbox"/> 正常 Normal <input type="checkbox"/> 異常 Impaired
	矯正 (右) (左) With glasses or contact lenses (R) (L)	(9)言語 Speech	<input type="checkbox"/> 正常 Normal <input type="checkbox"/> 異常 Impaired

2. 胸部聴診及びX線検査 (6ヶ月以内)
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	

3. 現在治療中の病気
Disease currently being treated

<input type="checkbox"/> 無 No <input type="checkbox"/> 有 Yes : 病名 Disease		
4. 既往症 Past illness/disorder	✓ 病名Name Date of recovery /under treatment	✓ 病名Name 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
✓ 無し None	精神疾患 Psychosis	四肢機能障害 Functional disorder in the extremities

5. 検査
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	白血球数 WBC count	血色素量 Hemoglobin	貧血 Anemia
(3)肝機能検査 LFT	GPT (ALT)	GOT (AST)	γ-GTP	(IU / l)

6. 医師の診断・意見
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.

7. 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? 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? <input type="checkbox"/> YES (はい) <input type="checkbox"/> NO (いいえ) ※Please be sure to check either "YES" or "NO". If "YES" is not checked, the university will NOT accept the application. 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、大学は申請を受理しません。	日付 Date
	医師署名 Physician's Signature
	検査施設名 Office/Institution
	所在地 Address