RITSUMEIKAN UNIVERSITY

International Admissions Office
Ritsumeikan University
56-1 Tojiin Kitamachi, Kita-ku, Kyoto 603-8577, Japan
E-mail: hello@st.ritsumei.ac.jp   Tel: +81-75-465-8162
Office Hours: 9:00-17:30 Except Saturdays, Sundays and Public Holidays

Application Handbook
2023 Enrollment Recommendation Admissions (English Basis)
Publish Date: October 2022

■ **GS Major**	Global Studies Major, Department of International Relations, College of International Relations
■ **CRPS Major**	Community and Regional Policy Studies Major, Department of Policy Science, College of Policy Science
■ **ISSE Course**	Information Systems Science and Engineering Course, Department of Information Science and Engineering, College of Information Science and Engineering
■ **GLA**	College of Global Liberal Arts

Contents

- ❖ Admissions Guidelines
- ❖ Enrollment Procedures
- ❖ Admission Fee, Tuition Fees, and Other Membership Fees
- ❖ Status of Residence in Japan and Procedures to Enter Japan (International Students ONLY)
- ❖ Scholarships
- ❖ Personal Information Policy

> **IMPORTANT NOTES**
> - ❑ If the University determines that it is difficult to carry out admissions as stated in this Application Handbook due to the effect of COVID-19, there may be some changes. Changes regarding Recommendation Admissions (English Basis) will be announced on this website: en.ritsumei.ac.jp/e-ug
> - ❑ **The University will contact applicants through the online application system and/or E-mail. It is the applicant's responsibility to regularly check E-mail communication and the online application system, and respond in a timely manner.**
> - ❑ All times in this Application Handbook indicate Japan Standard Time (UTC+09).

Admissions Guidelines

1. Admissions Policy
2. Target of This Admission Method
3. Number of Students Accepted
4. Application Periods and Other Key Dates
5. Applying to Multiple Programs
6. Application Eligibility
7. Application Procedure
8. Screening
9. Notification of Results
10. Notes for Applicants

1. Admissions Policy

College of International Relations

In the Department of International Relations within the College of International Relations, students systematically learn three types of essential approaches to understanding global society: language skills, theories, and area studies. Throughout this learning process, students develop a high level of foreign language proficiency and the ability to think logically, while cultivating deeper intellectual capacities to better understand cultural diversity. The college seeks students who have the will to act independently and the desire to contribute to society in terms of governance, economics, culture, and peace.

To this end, the college admits students who already possess the following abilities and motivations:

(1) Basic academic skills necessary to analyze problems facing global society
(2) A deep interest in the problems facing global society and the self-motivation to pursue them
(3) Language abilities necessary to understand and explain the problems facing global society

College of Policy Science

The College of Policy Science seeks students who will challenge themselves both in practical and scholastic terms, with the aim of creating a better society through policy solutions. Thus, the College expects students to have the following academic abilities and interests upon admission:

  (1)   Basic academic knowledge acquired at high school or equivalent educational institutions.
  (2)   Interest in acquiring thinking skills and abilities for problem solving based on that knowledge.
  (3)   Willingness to design and work on practical solutions to a wide-range of social problems.

College of Information Science and Engineering

Education and research at the College of Information Science and Engineering encompasses a wide range of topics. These relate to the core knowledge of technologies, and their application at the cutting edge.

Our educational goal is to develop specialists and researchers with expertise in utilizing computers to obtain effective and innovative solutions to unforeseen issues. Graduates of CISE will be ready to play the leading role in a variety of organizations at the global level.

With these objectives in mind, we welcome prospective students with the following qualities and attitudes.

  (1)   The prospective students should have acquired logical thinking skills and fundamental understanding of mathematics and natural sciences necessary to pursue studies in information science.
  (2)   For those who are to choose one of the six courses provided in Japanese, they should have sufficient Japanese proficiency to understand and produce Japanese texts, as well as the fundamental proficiency in English. For those who are to be enrolled in the course provided in English, they should be able to display sufficient command of English to pursue academic studies in the language.
  (3)   They should have acquired academic underpinnings to start a wide range of studies at the tertiary education level.
  (4)   They should have wide and keen interests in academic fields related to information technology.
  (5)   They should be strongly motivated to acquire the fundamentals of programming.
  (6)   They should have sincere motivation to acquire specialized and advanced knowledge and technologies, ethical attitudes, and leadership.
  (7)   They should be fully aware of the significance of skills for problem-identifying/solving and those for communication, and are ready to improve those skills to the more advanced levels.

College of Global Liberal Arts

Based on the school spirit of "freedom and innovation" and on the educational philosophy of "peace and democracy," Ritsumeikan College of Global Liberal Arts seeks students from Japan and the world who agree with its Human Resources Development Aims and educational goals and have passion to study at Ritsumeikan University. In accordance to this context, the students, admitted to the College, should have the following academic abilities, interests, and aptitudes.

  (1)   Knowledge and Understanding

    Through education at a senior high school, etc., the applicants must have obtained the academic ability and English language ability necessary for the wide array of studies in the humanities and social sciences.

  (2)   Thinking and Judgment

    Applicants must have the critical thinking abilities that form the foundation of academic knowledge and of making ethical judgments with global viewpoints.

  (3)   Interest, Motivation and Attitude

    Applicants should be interested in social change, progress in science and technology, history in global perspective, and socio-cultural diversity.

    Applicants must have challenging spirit, social tolerance, cooperative mind, and leadership in identifying and solving problems.

  (4)   Skill and Expression

    Applicants must have the ability to reason appropriate data collections and their analyses, and the ability to clearly express and discuss their own opinions.

2. Target of This Admission Method

GS Major

The Global Studies Major within the College of International Relations aims to allow students to acquire an advanced understanding of international relations through specialized courses delivered in English. Students in the GS Major have the opportunity to discuss and study issues currently faced by the international community as part of a diverse student body. It is expected that students will have a strong desire to take full advantage of the opportunities offered by studying in English together with students of different backgrounds and that they will develop their abilities within this diverse academic community.

The College of International Relations seeks students who will actively participate in all aspects of their academic lives. It is looking to attract students who wish to make use of their knowledge of international relations and their experiences at the college to take on jobs in which they can form a bridge between their home countries, Japan, and the rest of the world as "globally minded leaders" working beyond borders.

CRPS Major

The Community and Regional Policy Studies Major of the College of Policy Science encourages students to acquire the skills necessary to solve policy problems in current societies.

The purpose of this major is to motivate students to learn how to better understand the issues which have been occurring in communities and/or regions in the local and global context, how to elucidate the cause of the problems as well as how to create solutions, especially through the understanding of social science theories and research methodologies.

As it is expected that students from all over the world will enroll in this major, ample opportunities will be given to study a wide variety of global issues using multiple perspectives.

Students will study the following subject areas within the three CRPS programs: Sustainable Urban Policy, Regional Economy and Development; Multi-level Governance.

We are seeking ambitious and innovative students who are dedicated to developing a better future and to solving various global policy issues with the knowledge and experience acquired in our English-based major.

ISSE Course

The College of Information Science and Engineering aims to educate students to become professionals who are able to play active and leading roles in information technology teams anywhere in the world. In the Information Systems Science and Engineering Course, an English-mediated, project-based program, students will have ample opportunity to acquire skills and knowledge in information systems engineering necessary to function as innovative and competent specialists. After successful completion of the program, graduates are expected to be able to apply engineering knowledge acquired to resolve current and future issues societies face globally.

We seek to attract students from all over the world who are determined to take full advantage of the learning opportunities and diverse environment offered in the ISSE Course, with an aim to acquire leadership skills to play key roles in a globalized society. Prospective applicants to the program must have high school level knowledge of mathematics and science, and also English proficiency sufficient to understand college-level lectures and exercises. The applicants must be eager to learn new technology, and be able to work both individually and as part of a team.

GLA

The College of Global Liberal Arts provides students with the comprehensive liberal arts education in English required for our globalized times. We strive to produce graduates who can put knowledge into practice to take the initiative in identifying and solving problems and can keep learning throughout their lives in a globalized society. We are looking for students who are eager to collaborate with others in a multi-cultural environment through dual-degree courses offered in Japan and Australia, and are strongly motivated to take on leadership roles contributing not only to Japan and Asia, but to the entire international community.

The dual undergraduate degree program is offered jointly by GLA at Ritsumeikan University and the Coral Bell School of Asia Pacific Affairs at the Australian National University (ANU). The two undergraduate degree programs together form an extensive, coherent system of learning, in which students aim to earn two degrees, one from each university. They study at both campuses, taking courses with the aim of generating synergies between the two degrees.

This admission method is designed to admit students with the academic aptitude, skills and interests stated in the GLA admission policy. Decisions to admit students are made based on academic records, an interview and two essays.

3. Number of Students Accepted

Program	April 2023 Enrollment	September 2023 Enrollment
GS Major	3	6
CRPS Major	-	15
ISSE Course	6	-
GLA	3	5

NOTE

- Numbers indicated are total places available for all application periods for 2023 enrollment through the admission method "Recommendation Admissions (English Basis)".

- The number of accepted students in each admission may be lower than the number indicated above depending on the number of applications and the admission results. Unfilled places will be filled through other admission methods.

4. Application Periods and Other Key Dates

GS Major

Enrollment	Period	Country	Application Period	Interview	Final Result
April 2023	1	Korea Mongolia	2022/8/24 Wed - 2022/9/13 Tue	2022/11/19 Sat, 2022/11/20 Sun	2022/12/8 Thu
September 2023	1	Countries except Korea	2022/10/26 Wed - 2022/11/15 Tue	2022/12/17 Sat, 2022/12/18 Sun	2023/1/19 Thu
	2		2022/12/7 Wed - 2023/1/10 Tue	2023/3/11 Sat, 2023/3/12 Sun	2023/3/30 Thu
	3		2023/2/15 Wed - 2023/3/7 Tue	2023/5/6 Sat, 2023/5/7 Sun	2023/5/25 Thu

CRPS Major

Enrollment	Period	Application Period	Interview	Final Result
September 2023	1	2022/10/26 Wed -2022/11/15 Tue	2022/12/17 Sat, 2022/12/18 Sun	2023/1/19 Thu
	2	2022/12/7 Wed - 2023/1/10 Tue	2023/3/11 Sat, 2023/3/12 Sun	2023/3/30 Thu
	3	2023/2/15 Wed - 2023/3/7 Tue	2023/5/6 Sat, 2023/5/7 Sun	2023/5/25 Thu

ISSE Course

Enrollment	Period	Country	Application Period	Final Result
April 2023	2	Korea	2022/8/24 Wed - 2022/9/13 Tue	2022/10/25 Tue
	3		2022/10/5 Wed - 2022/10/25 Tue	2022/12/8 Thu

GLA

Enrollment	Period	Country	Application Period	Interview	Final Result
April 2023	1	Korea Canada	2022/6/1 Wed - 2022/6/21 Tue	2022/8/27 Sat, 2022/8/28 Sun	2022/9/8 Thu
	2		2022/8/24 Wed - 2022/9/13 Tue	2022/11/26 Sat, 2022/11/27 Sun	2022/12/8 Thu
September 2023	1	Countries except Korea	2022/10/26 Wed - 2022/11/15 Tue	2022/12/17 Sat, 2022/12/18 Sun	2023/1/19 Thu
	2		2022/12/7 Wed - 2023/1/10 Tue	2023/3/18 Sat, 2023/3/19 Sun	2023/3/30 Thu
	3		2023/2/15 Wed - 2023/3/7 Tue	2023/5/13 Sat, 2023/5/14 Sun	2023/5/25 Thu

* Please see 8. Screening for screening process.

5. Applying to Multiple Programs

When applying to other English-medium undergraduate programs offered at Ritsumeikan University during the same application period, applicants must upload application documents and pay the application fee for each program. Applicants do not need to prepare different letters of reference for each program as one can be used for all applications.

6. Application Eligibility

Applicants MUST fulfill all of the following three requirements: **(1) Recommendation under the Agreement**, **(2) University Entrance Eligibility**, and **(3) English Language Proficiency**.

(1) Recommendation under the Agreement
GS Major **CRPS Major** **ISSE Course**
Applicants must be recommended by the principal of a school with which Ritsumeikan University has signed an agreement.

GLA

Applicants must be recommended by the principal of a school with which Ritsumeikan University has signed an agreement and meet the academic requirements specified by Ritsumeikan University.

(2) University Entrance Eligibility

Applicants must meet one of the following criteria **before the enrollment date* at Ritsumeikan University**.

Applicants admitted into the University in the prospect of satisfying one of the requirements below should fulfill the requirement before the enrollment date; otherwise, the offer of admission will be revoked.

** Enrollment date: **April 1** for April enrollment / **September 26** for September enrollment*

A. Have completed a standard 12-year course curriculum, or an equivalent curriculum as designated by the Ministry of Education, Culture, Sports, Science and Technology (MEXT)

B. Have completed a 12-year course curriculum at an international school accredited by an international accrediting organization (WASC, NEASC, CIS or ACSI)

C. Have completed a 12-year course curriculum at a school for international students in Japan accredited by MEXT to be equivalent to a high school outside of Japan

D. Possess a qualification of the International Baccalaureate Diploma, Abitur, Baccalaureate, or GCE A-Level

- Applicants who have completed a standard 12-year curriculum in less than 12 years with appropriate reasons, such as grade skipping or early graduation, will be regarded as having met the requirement.

(3) English Language Proficiency

(3)-A. English Test Score   (3)-B. Score Waiver

(3)-A. English Test Score

- Applicants must take one of the tests listed below and achieve the minimum score indicated.
- The English tests must have been taken **within the two-year period before the last date of the application period**[1] that the applicant applies for and the test score must be available during the application period.

	GS Major	CRPS Major	ISSE Course	GLA
TOEFL iBT® Test	76	71	71	80 with 20 in Reading & Writing 18 in Speaking & Listening
	• The University accepts TOEFL iBT® Home Edition for all programs except GLA. • The University only accepts TOEFL iBT® scores from a single test date, not MyBest™ scores.			
IELTS Academic Module	6.0	5.5	5.5	6.5 with 6.0 in each component
	• The University accepts IELTS Indicator for all programs except GLA.			
TOEIC® L&R Test	740	730	730	-
PTE Academic	-	-	-	64 with 55 in each of the communicative skills
Cambridge C1 Advanced	-	-	-	176 with 169 in all sub-skills
Duolingo English Test	100	95	95	-

[1] For information on the valid period of the English Language Test scores for GLA, Ritsumeikan University applicants must comply with the rules as stated in the Ritsumeikan University Application Handbook rather than the ANU Policy.
- The University does not accept institutional tests such as TOEFL ITP® Test or TOEIC® IP Test.

TOEIC® and TOEFL® are registered trademarks of Educational Testing Service (ETS).

(3)-B. Score Waiver

Submission of English test scores listed above is not required of applicants who meet the waiver criteria stated below. For details on documents to be submitted instead of the English test scores, please consult 7.(3) Submission of Application Documents.

GS Major   **CRPS Major**   **ISSE Course**

Applicants whose most recent 6 years of formal education before the enrollment date were conducted and instructed only in English.

GLA

Applicants who meet the requirements specified in the Australian National University (ANU)'s *Policy: English language admission requirements and post-admission support*.
The policy can be found here: policies.anu.edu.au/ppl/document/ANUP_6546951.

Regarding ANU Policy

- Applicants must meet the requirements listed under *"Admission to Undergraduate Programs"*.
- Applicants who will obtain the IB Diploma (taught and assessed entirely in English) after the application deadline will meet the English language requirement by submitting the IB Predicted Grades and English Language Test Score Waiver Request Form (en.ritsumei.ac.jp/e-ug/apply/download23/download.html) during the application period. In this case, applicants must present the original IB Diploma after acceptance to the University. If the applicant does not acquire the Diploma, the offer of admission will be revoked.
- For secondary qualifications that require achievement of specified levels, applicants must be able to present their final results/grades by the end of each application period.

NOTE

ANU policy may be updated from time to time. The most up-to-date information for Ritsumeikan University applicants is available on the following Ritsumeikan University website as of the first date of each relevant application period.
en.ritsumei.ac.jp/e-ug/apply/download23/ra.html

7. Application Procedure

(1) Application Overview

To complete an application, applicants must submit required documents and pay the application fee during the application period. Please check the chart below for the methods and deadlines of each application procedure.

WHAT TO DO	WHEN
Create account on the online application system "TAO"	By the application deadline
Register application and upload documents	From **10:00 AM** on the first day of the application period until **11:00 PM** on the last day of the application period
Request and submit letter of reference	
Pay application fee	

IMPORTANT NOTES

Submission of application documents and payment of application fee(s) must be completed by the end of each application deadline. The University will NOT accept applications submitted after the application period.

(2) Online Application System "The Admissions Office (TAO)"

Applications must be submitted via the online application system "TAO". To create an account, access admissions-office.net/en/portal. Applicants must first create an account on TAO.
The link for the application of this admission method will be announced on our website (en.ritsumei.ac.jp/e-ug/apply/download23/ra.html) before the start of each application period.

- Once completing an application, applicants must click the "**Complete my application**" button and confirm the application status has been changed to "**Application Completed**".
- By creating an account on TAO, applicants agree to the terms of use and handling of personal information designated by Samadhi Co.,Ltd., the service provider of TAO.

(3) Submission of Application Documents

Applicants must fill in the necessary information and submit the required documents online through TAO unless otherwise indicated. The information and documents include, but are not limited to, the following items. **See the instructions in the following pages before uploading.**

Application Documents	Original Required after Acceptance[1]

	Application Documents	Original Required after Acceptance[1]
Required for all applicants	**Certificate of Recommendation**	
	Photocopy of Passport	
	Documents Proving University Entrance Eligibility	✓
	Academic Transcripts	✓
	Documents Proving English Language Proficiency	✓
	Application Essay(s)	
	ID Photograph	
	Letter of Reference	
Required for relevant applicants	**Photocopy of Residence Card**	
Optional	**Standardized Tests / National University Entrance Exams**	✓
	Awards *ISSE Course applicants only	✓

[1] Once accepted to the University, applicants must submit the following documents by post.

- The original or the certified true copy of documents proving university entrance eligibility
- The original or the certified true copy of academic transcripts
- Documents Proving English Language Proficiency
- Standardized Tests / National university entrance exams
- Awards *ISSE Course applicants only

In principle, applicants who only have soft copies of the above documents at the time of application must obtain original hard copies to be sent to the University after acceptance. For details, see 3. Submitting Enrollment Documents.

IMPORTANT NOTES

❑ **If any false information or forgeries are found in the submitted documents before or after enrollment, application and acceptance into the University will be revoked.**

❑ **For documents that require submission of the original, applicants must keep the original documents they uploaded with the online application. Acceptance to the University will be revoked if:**

- **the applicant fails to submit the original/certified documents they uploaded with the online application.**
- **any discrepancies considered as falsification/fabrication of application documents are found between the documents submitted at the time of application and the original/certified documents submitted after acceptance.**

❑ The University may contact the issuing bodies, such as educational institutions (e.g., high schools), government, exam boards, and test providers to confirm credibility of submitted documents.

❑ All documents must be written in either English or Japanese. For documents that are not written in English or Japanese, **an official translation must be submitted along with the original**. Academic transcripts that are not written in English or Japanese must be translated into English. Translations certified by an embassy/consulate or an appropriate private office will be accepted. If the translation is to be done by a private company, etc., the translation should clearly indicate the agency and be signed or stamped by the translator.

❑ No changes to the application are allowed once submitted unless instructed by the University.

❑ Documents other than indicated will not be considered as a part of an application.

❑ The University will not accept incomplete application documents. When required by the University, applicants must take appropriate action, such as submitting additional documents, by each indicated deadline.

❑ Confidential documents officially sealed in an envelope by the issuing body to be submitted to the University directly, must be sent by post to the International Admissions Office, instead of being uploaded to TAO. See Posting Documents for instructions.

Certificate of Recommendation

Upload a photocopy of Certificate of Recommendation signed by the school principal at the applicant's school.
Download the form here: en.ritsumei.ac.jp/e-ug/apply/download23/download.html/

- The University may contact the principal for confirmation.

Photocopy of Passport

Upload a photocopy of the page showing the photo, name, and passport number.

- If an applicant possesses more than one nationality, submit copies of ALL passports.
- If an applicant does not have a valid passport, submit a photocopy of another official certificate such as a birth certificate or an official registry.

Documents Proving University Entrance Eligibility

Upload documents as instructed below depending on the university entrance eligibility criteria the applicant falls under.

- See 6. (2) University Entrance Eligibility for details of each criterion.
- The documents must include a school stamp or school official's signature. Official digital documents issued by either educational institutions (e.g., high schools), governments, exam boards, or test providers are also acceptable.

Criteria	Documents to upload
A, B, C	**Documents that prove completion (or scheduled completion) of a standard 12-year school curriculum (e.g., Certificate of High School Graduation, Certificate of Scheduled High School Graduation, High School Diploma)** *If necessary, a template for 'Certificate of (Scheduled) High School Graduation' can be downloaded here: en.ritsumei.ac.jp/e-ug/form.html* o Applicants from countries/regions where high school graduation certificates are not issued, and the national exam (or equivalent) results serve as a qualification for university entrance and completion of secondary education, must provide the original certificate(s) of these exam results. Applicants who have not yet taken these exams at the time of application must ask the school to provide a letter which proves scheduled attendance in such exams by detailing the month and year of the examination. o If an applicant completes a 12-year school curriculum in less than 12 years by grade skipping or early graduation, submit an official document issued by the school explaining the reason for the early completion and details such as the skipped grade and date.
D	**Diploma and certificate of results of International Baccalaureate or Baccalaureate.** **Certificate of results of Abitur or GCE A-Level.** Applicants who will obtain these qualifications after the application deadline must submit the following: • IB Full Diploma Candidates: IB Predicted Grades • GCE A-Level Candidates: Predicted GCE A-Level Grades • Abitur/ Baccalaureate Candidates: A letter from the school which states the month and year of the scheduled attendance in the Abitur/ Baccalaureate final examination.

Academic Transcripts

Upload academic transcripts for all grades of high school or senior secondary education.

- Applicants who have not yet graduated from high school must submit the most recent transcripts available.
- The academic transcripts must include a school stamp or school official's signature. Official digital documents issued by either educational institutions (e.g., high schools), governments, exam boards, or test providers are also acceptable.
- If the transcript consists of multiple documents, please combine these documents into one single PDF document in chronological order.

Documents Proving English Language Proficiency

Upload one of the following documents in accordance with the requirements on 6. (3) English Language Proficiency.

TOEFL iBT® Test	GS Major	CRPS Major	ISSE Course	GLA

A copy of the Test Taker Score Report

* Request ETS to send the Test Taker Score Report to the University after being accepted, before the deadline of the "Document Submission 1" period. (Institution Code: 0659)

IELTS (Academic Module)	GS Major	CRPS Major	ISSE Course	GLA

A copy of IELTS (Academic Module) Test Report Form

IELTS Indicator	GS Major	CRPS Major	ISSE Course

1) A screenshot of IELTS Indicator result
and
2) Request the testing organization to send the score online to Ritsumeikan University. The result must be received by the University by the relevant application deadline.

TOEIC® L&R Test	GS Major	CRPS Major	ISSE Course

A copy of TOEIC® L&R Test Official Score Certificate

PTE Academic	**GLA**

a) A copy of the Test Taker Score Report

or

b) A screenshot of the "Test Taker Score Report" which can be reached from "My Account" on the PTE Academic website

* Request Pearson to send the Test Taker Score Report to the University after being accepted, before the deadline of the "Document Submission 1" period.

Cambridge C1 Advanced	**GLA**

1) A copy of Confirmation of Entry and Timetable

and

2) A copy of Certificate or Statement of Results

Duolingo English Test	**GS Major** **CRPS Major** **ISSE Course**

1) A screenshot of Duolingo English Test score certificate

and

2) Send test result online via [Duolingo English Test website](). Choose "Ritsumeikan University" from the list when choosing the organization. The test result must be received by the University by the relevant application deadline.

Proof of English Test Score Waiver

GS Major **CRPS Major** **ISSE Course**

Evidence that the most recent 6 years of formal education before the enrollment date were conducted and instructed only in English. Evidence is required from all schools enrolled during the 6 years.
The University accepts evidence such as:
- A letter or a school profile that states the medium of instruction
- [English Language Test Score Waiver Request Form]()

GLA

Evidence that the applicant meets the requirements as stated in [6.(3)-B. Score Waiver.]()
- IB Diploma Candidates: IB Predicted Grades AND [English Language Test Score Waiver Request Form]()
- IB Diploma Holders: IB Diploma AND [English Language Test Score Waiver Request Form]()

Application Essay(s)

Applicants must write their application essay(s) on the online application system "TAO". The topic of each essay and the number of essays required for each program are as stated below.
- The essays must be typed in English.
- Plagiarism (drawing or copying any ideas from someone else without crediting the source) is deemed a dishonest act and the application will not be considered.
- Make sure to have correct citations in the main body of the essay whenever referring to specific data, facts or opinions. Also make sure to create a reference list.

		Topic	Word Limit
GS Major		Please describe the subject or field you wish to study at the College of International Relations, together with your reasons and experiences.	500
CRPS Major	#1	Write reason(s) why you want to study in the Community and Regional Policy Studies (CRPS) Major at Ritsumeikan University.	200
	#2	Write about an experience that you are proud of and how you intend to apply this experience in the CRPS Major at Ritsumeikan University.	250
	#3	Which contemporary social issues would you like to study in CRPS and why? *This essay must be titled.	300
ISSE Course	#1	Describe reason(s) you would like to enter the Information Systems Science and Engineering Course at Ritsumeikan University.	300
	#2	Write about school or learning experiences that you are proud of, and how they influenced your desire to study at university.	300
	#3	What is an IT/ICT technology or computer science method you would definitely like to study if accepted to ISSE? What would this technology or method be used for?	600

GLA		The purpose of the following two essays is for you to reflect on what you have done from the time you entered high school until now and to identify your reasons and plans for studying at the College of Global Liberal Arts. Please write the essays based on this purpose.	
	#1	Select one thing you have focused on the most from the time you entered high school until now. Then, describe specifically how this has helped you grow, giving details of actual events that contributed to your growth and what you gained from the process. *This essay must be titled.	200
	#2	Describe what your interests are and how you would like to explore those interests as you study at the College of Global Liberal Arts.	200

ID Photograph

Upload a photograph that meets the following requirements.

- The photo must:
  - be in color, taken within three months before the application.
  - show a front view above the chest level with a plain background.
- No caps or hats are allowed.
- Cutouts from personal photos are not acceptable.

Letter of Reference

Send a request for the letter of reference to the referee via TAO. The letter must be directly submitted to TAO applications by the referee.

- Submit one letter of reference.
- The letter must be written in English or Japanese by a teacher/staff member at applicants' school.
- The University may contact the referee for confirmation.

Photocopy of Residence Card *Relevant applicants only

Non-Japanese applicants who have residence status in Japan at the time of application must submit copies of both sides of their residence card (在留カード, Zairyu-Card).

Standardized Tests / National University Entrance Exams *Optional

Submission of standardized test scores / national university entrance exam results is optional. Documents that can be submitted are as follows:

- Certificate(s) of results for standardized tests such as SAT, ACT, etc.
  - ❖ SAT Subject Tests are not accepted.
  - ❖ Request College Board to send the official score report to the University after being accepted, before the deadline of the "Document Submission 1" period. (College Code: 5766)
- Certificate(s) of results for national university entrance exams or equivalent (for those countries that hold such exams)

ISSE Course Awards *Optional

- ISSE Course applicants may upload evidence of awards (copies of certificates and contact information for the awarding organizations) received for achievements in mathematics, science, and computer programming.
- Awards in fields other than the three aforementioned areas will not be considered.

Posting Documents *Only where applicable

- Confidential documents officially sealed in an envelope by the issuing body must be sent by post to the International Admissions Office, instead of being uploaded to TAO. For example, if it is school policy to not disclose documents (such as transcripts) to students directly, they must be sent by post.
- **These documents must be postmarked or collected by the courier service by the application deadline.**
- The University does not notify applicants about the delivery status of documents.
- Specify the documents being sent by post in the designated fields in TAO.
- **DO NOT USE REGULAR MAIL.** To submit from outside Japan, applicants must use traceable EMS or a courier service (DHL, FedEx, OCS, etc.). To submit from Japan, applicants must use registered express mail (簡易書留速達郵便, Kanikakitome Sokutatsu Yubin).

MAILING ADDRESS TO SUBMIT	International Admissions Office at Kinugasa Campus Ritsumeikan University 56-1 Tojiin Kitamachi, Kita-ku, Kyoto 603-8577 (or 603-8346), Japan TEL: +81-75-465-8162

(4) Application Fee

- Application fee amount: **5,000 JPY per program**
- Transaction fees must be paid by the applicant.
- Payment can be made via TAO. The application fee is referred as "Examination Fee" on TAO.

> **IMPORTANT NOTES**
>
> ❑ **The University will NOT accept an application unless we are able to confirm receipt of the application fee by the designated application deadline.**
>
> ❑ The application fee will not be refunded in any circumstances, including overpayment, as it will cover the administrative cost of application processing and eligibility evaluation.
>
> ❑ Applicants who wish to pay via wire transfer must contact the International Admissions Office at least one week before the relevant application deadline.

8. Screening

(1) Screening Process

`GS Major` `CRPS Major` `GLA`

The decision on an application will be made based on a review of application documents and the applicant's performance at the interview.

| Document Screening and Interview | ⟹ | Final Result |

`ISSE Course`

The decision on an application will be made based on a review of application documents.

| Document Screening | ⟹ | Final Result |
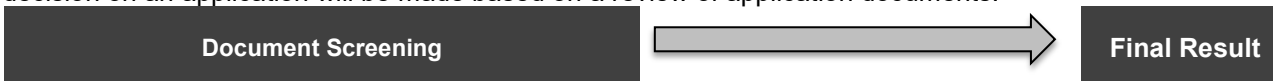
(2) Interview

`GS Major` `CRPS Major` `GLA`

Interviews will be either a web-based interview or a telephone interview.

Details of the interview, such as the interview method, venue, date, and time, will be determined by the University and notified to applicants at least one week before the interview.

- Applicants cannot choose the interview method, venue, date or time.
- Applicants do not need to come to Ritsumeikan University for the interview.
- `GLA` For GLA applicants, an oral examination will be conducted along with the interview. Details regarding the oral examination will be notified to applicants by E-mail at least one week prior to the interview.

> **IMPORTANT NOTES**
>
> ❑ The interview dates may be changed due to unforeseen circumstances.
> ❑ The University will not bear any responsibility for the cost incurred due to the change of interview date.
> ❑ If any changes are made to the interview arrangements, the University will inform the applicants.
> ❑ The University will not reschedule interviews for applicants who do not attend the scheduled interview because of illness, accident, or any other reasons.

9. Notification of Results

(1) Notification of Application Number

The application number will be used for identification of applicants throughout the application and enrollment procedures. Applicants will be notified of their application numbers through TAO;

`GS Major` `CRPS Major` `GLA`: before they receive the notification of the interview.

`ISSE Course`: by the date of notification of results.

(2) Notification of Results

Admission results will be announced through TAO (Click the "View my screening results" button under the completed application) at 9:30 AM on the date indicated as "Final result" in 4. Application Periods and Other Key Dates.

The University will also notify the results to the principal of the high school.

The University will not provide any further information regarding the results.

10. Notes for Applicants

Admissions Support for Applicants with Disabilities or Medical Conditions

If an applicant requires special assistance during the admission process and/or class work after admission due to illness, injury, or physical disability, please contact the International Admissions Office one month prior to the beginning of each application period. In case of delay of contact or depending on content of request, the University might not be able to confirm necessary support measures in advance. People considering an application should contact the International Admissions Office as soon as possible. Information about requests will be shared with relevant sections of the University.

GS Major

Students who receive scores below 520 on the TOEFL® ITP test that they take after entering Ritsumeikan University may not be able to take some of the courses required for graduation from the first semester until they achieve 520. They will also have to take intensive English courses in order to improve their English until they achieve 520.

ISSE Course

The College of Information Science and Engineering will be relocated to Osaka Ibaraki Campus in April 2024. Students enrolling in 2023 will be studying at Osaka Ibaraki Campus from their second year onwards.
See here (en.ritsumei.ac.jp/e-ug/update/relocation.html/) for details.

GLA

(1) To be eligible to take the Australian National University (ANU) courses, students must meet standards for academic ability. Generally, students will be assessed for the Academic Hurdle only one time at the end of the second semester upon completing the first 32 credits from RU courses. Withdrawn courses are not included in this calculation. Students who fail to meet the standards cannot continue coursework in the dual degree program and are not eligible to earn an ANU Bachelor of Asia-Pacific Affairs degree. Students in this situation work to graduate by completing their subsequent years of study in the single degree track, which consists of RU courses only. They are awarded a bachelor's degree from RU in Global Liberal Arts.

(2) Following the tradition of liberal arts education, GLA strongly encourages students to live in the University dormitory, OIC Global house (OIC G-House). This would provide them with an educational environment promoting ongoing learning outside the classroom and library. The duration of stay at OIC G-House will be until students leave to study at ANU. After returning to RU, the University will introduce students to resources to help them find housing independently.

(3) To facilitate students' transition into the program through actual learning experiences, GLA conducts pre-enrollment sessions for students accepted into the dual degree program.
As the GLA curriculum covers diverse disciplines across humanities and sciences, students can customize their academic experiences according to their study interests as well as educational, professional, and personal goals. To prepare for such a new learning environment, students will be provided with information about the GLA curriculum and courses. The sessions also help students become familiar with taking a longer-term perspective in planning their courses of study for the next four years.
*Further details regarding the sessions will be provided to accepted applicants.

Enrollment Procedures

- Enrollment procedures consist of paying enrollment procedure fees (admission fee and tuition fees) and submitting the required enrollment documents that will be sent to successful applicants around 2-4 months before the enrollment date.
- These procedures must be completed within the designated time periods.
- Further information will be instructed to successful applicants with notification of the application results by E-mail.

IMPORTANT NOTES

- ❑ **If applicants do not complete the procedures by the final date of each period, enrollment into the University will be cancelled.**
- ❑ Applicants who could only obtain unofficial transcripts at the time of application must submit the official academic transcripts at the time of Document Submission 1. This official document must state the same contents as the unofficial transcripts submitted at the time of application.

1. Important Dates

Glossary

Payment 1	Payment of Admission Fee
Payment 2	Payment of Tuition Fee(s) and Miscellaneous Membership Fees
Document Submission 1	• Original or the certified true copy of documents proving university entrance eligibility *For those who will have graduated by the period for Document Submission 1 • Original or the certified true copy of academic transcripts • Documents Proving English Language Proficiency • Standardized tests / National university entrance exams • Awards *ISSE Course applicants only • COE application and relevant documents *international students only
Document Submission 2	• Original or the certified true copy of documents proving university entrance eligibility *For those unable to submit during the period for Document Submission 1 as they will not have graduated by then • Other enrollment documents

GS Major

Enrollment	Period	Payment 1	Payment 2	Document Submission 1	Document Submission 2
April 2023	1	2022/12/9 Fri - 2023/1/6 Fri	2023/1/7 Sat - 2023/1/12 Thu	2022/12/9 Fri - 2023/1/6 Fri	2023/3/8 Wed - 202/3/17 Fri
September 2023	1	2023/1/20 Fri - 2023/2/9 Thu	2023/2/10 Fri - 2023/3/2 Thu	2023/3/31 Fri - 2023/4/27 Thu	2023/8/22 Tue - 2023/9/4 Mon
	2	2023/3/31 Fri - 2023/4/21 Fri	2023/4/22 Sat - 2023/4/27 Thu		
	3	2023/5/26 Fri - 2023/6/8 Thu	2023/6/9 Fri - 2023/6/22 Thu	2023/5/26 Fri - 2023/6/8 Thu	

CRPS Major

Enrollment	Period	Payment 1	Payment 2	Document Submission 1	Document Submission 2
September 2023	1	2023/1/20 Fri - 2023/2/9 Thu	2023/2/10 Fri - 2023/3/2 Thu	2023/3/31 Fri - 2023/4/27 Thu	2023/8/22 Tue - 2023/9/4 Mon
	2	2023/3/31 Fri - 2023/4/21 Fri	2023/4/22 Sat - 2023/4/27 Thu		
	3	2023/5/26 Fri - 2023/6/8 Thu	2023/6/9 Fri - 2023/6/22 Thu	2023/5/26 Fri - 2023/6/8 Thu	

ISSE Course

Enrollment	Period	Payment 1	Payment 2	Document Submission 1	Document Submission 2
April 2023	2	2022/11/5 Sat - 2022/11/17 Thu	2022/11/18 Fri - 2022/12/1 Thu	2022/11/18 Fri - 2022/12/1 Thu	2023/3/8 Wed - 2023/3/17 Fri
	3	2022/12/9 Fri - 2023/1/6 Fri	2023/1/7 Sat - 2023/1/12 Thu	2022/12/9 Fri - 2023/1/6 Fri	

GLA

Enrollment	Period	Payment 1	Payment 2	Document Submission 1	Document Submission 2
April 2023	1	2022/9/9 Fri - 2022/9/29 Thu	2022/9/30 Fri - 2022/10/20 Thu	2022/11/18 Fri - 2022/12/1 Thu	2023/3/8 Wed - 2023/3/17 Fri
	2	2022/12/9 Fri - 2023/1/6 Fri	2023/1/7 Sat - 2023/1/12 Thu	2022/12/9 Fri - 2023/1/6 Fri	
September 2023	1	2023/1/20 Fri - 2023/2/9 Thu	2023/2/10 Fri - 2023/3/2 Thu	2023/3/31 Fri - 2023/4/27 Thu	2023/8/22 Tue- 2023/9/4 Mon
	2	2023/3/31 Fri - 2023/4/21 Fri	2023/4/22 Sat - 2023/4/27 Thu		
	3	2023/5/26 Fri - 2023/6/8 Thu	2023/6/9 Fri - 2023/6/22 Thu	2023/5/26 Fri - 2023/6/8 Thu	

2. Payment of Enrollment Procedure Fees

(1) Payment Steps

Payment 1: Admission Fee
- The admission fee must be paid during the period for Payment 1.
- Please note that once it has been received, the admission fee cannot be refunded in any circumstances.
- If successful applicants wish to pay the admission fee, tuition fee(s), and miscellaneous membership fees together, the payment must be completed during the period for Payment 1.

Payment 2: Tuition Fee(s) and Miscellaneous Membership Fees
- The tuition fee(s) must be paid during the period for Payment 2.
- Miscellaneous membership fees for 2023 are collected at the same time.

(2) Payment Options

To make payment of enrollment procedure fees, the following payment methods are available.

April Enrollment

Option A) Pay Full Amount at Once
Pay admission fee and tuition fees for the first and second semesters all together during the period of Payment 1.

Option B-a) Pay in 2 Installments
1) Pay admission fee and tuition fee for the first semester together during the period of Payment 1.
2) Pay tuition fee for the second semester by November 30, 2023.

Option B-b) Pay in 2 Installments
1) Pay admission fee during the period of Payment 1.
2) Pay tuition fees for the first and second semesters together during the period of Payment 2.

Option C) Pay in 3 Installments
1) Pay admission fee during the period of Payment 1.
2) Pay tuition fee for the first semester during the period of Payment 2.
3) Pay tuition fee for the second semester by November 30, 2023.

September Enrollment

Option A) Pay Full Amount at Once
Pay admission fee and tuition fee for the first semester during the period of Payment 1.

Option B) Pay in 2 Installments
1) Pay admission fee during the period of Payment 1.
2) Pay tuition fee for the first semester during the period of Payment 2.

(3) Refund of Tuition Fees When a Student Cancels Enrollment

If a successful applicant cancels enrollment by March 31, 2023 for April 2023 Enrollment / September 25, 2023 for September 2023 Enrollment by submitting the designated form "Notification of Withdrawal Enrollment and Refund Form", tuition fees and membership fees will be refunded to the applicant.

- The admission fee will not be refunded in any circumstances.
- No claims for refund will be accepted on or after April 1, 2023 for April 2023 Enrollment / September 26, 2023 for September 2023 Enrollment.
- For a copy of the designated form, please consult the refund policy, which can be found on the "After Admission" website: en.ritsumei.ac.jp/e-ug/apply/afteradmissions.html/.

3. Submitting Enrollment Documents

Certain enrollment documents must be submitted through the online enrollment system while other documents must be submitted by post. Official digital documents can be submitted online directly from the issuing body, such as educational institutions (e.g., high schools), governments, exam boards, or test providers. Refer to details in the "After Admission" website for successful applicants.

- Successful applicants living outside Japan must use traceable EMS or a courier service (DHL, FedEx, OCS, etc.) to submit enrollment documents.
- Successful applicants living in Japan must use registered express mail (簡易書留速達郵便, Kanikakitome Sokutatsu Yubin) to submit enrollment documents.
- The package containing the enrollment documents **must be postmarked or collected by the courier service by designated deadlines**.
- Certain documents such as TOEFL® Score Reports, SAT and ACT Scores must be sent directly to the University from the official body. Ritsumeikan University's institution codes are as follows:
    - TOEFL®:0659
    - SAT: 5766
    - ACT: 1366

1. University Fees and Other Fees for Students Enrolling in 2023

Fees for 2023 enrollees will be released on the website once finalized:en.ritsumei.ac.jp/e-ug/financial_info/fees.html/
For reference, fees below are for students who enrolled in 2022.

(1) Admission Fee and Tuition Fees
(2) Miscellaneous Membership Fees
(3) Payment Amount for Each Step of the Enrollment Procedures

(1) Admission Fee and Tuition Fees

FOR REFERENCE   Fees for students enrolled in 2022 (Unit: JPY)

April Enrollment

Program	AY 2022				AY 2023 and beyond	
	Admission Fee	Tuition for Spring Semester	Tuition for Fall Semester	Total	Tuition Per Semester	Total
GS Major	200,000	633,800	633,800	1,467,600	633,800	1,267,600
ISSE Course	200,000	785,400	785,400	1,770,800	785,400	1,570,800
GLA	200,000	1,150,000	1,150,000	2,500,000	1,150,000	2,300,000

September Enrollment

Program	AY 2022				AY 2023 and beyond	
	Admission Fee	Tuition for Spring Semester	Tuition for Fall Semester	Total	Tuition Per Semester	Total
GS Major	200,000	-	633,800	833,800	633,800	1,267,600
CRPS Major	200,000	-	584,700	784,700	584,700	1,169,400
GLA	200,000	-	1,150,000	1,350,000	1,150,000	2,300,000

NOTE

- Spring Semester: April to September / Fall Semester: September to March
- The admission fee is only paid in the first year.
- Separate fees may be charged if a student takes certain courses.
- Changes to tuition fees may be proposed when social factors such as rapid inflation have a significant impact on the University.
- **Payment of the miscellaneous membership fees detailed in (2) Miscellaneous Membership Fees** is carried out at the same time as payment of tuition fees**.**

GLA

- In taking the Dual Degree Program, tuition fees of the Australian National University (ANU) shall not be charged separately. However, travel expenses, dormitory fees, and living expenses, etc. in relation to taking the courses offered in Japan and Australia shall be paid by students.
- When students study at ANU, they must pay "the Student Services and Amenities Fee" directly to ANU (315 AUD in 2022).

(2) Miscellaneous Membership Fees
The University collects fees on behalf of the various groups detailed in the table below. These membership fees are collected at the same time as tuition fees.

AY 2022 fees for students enrolled in 2022 (Unit: JPY)

April Enrollment

Program	Student Government Board		Academic Association	Parents Association of Student Education Assistance		Total
	Registration Fee	Annual Membership Fee	Membership Fee	Registration Fee	Annual Membership Fee	
GS Major	3,000	5,000	4,000/Semester 8,000/Year	5,000	10,000	31,000
ISSE Course	3,000	5,000	N/A	5,000	10,000	23,000
GLA	3,000	5,000	N/A	5,000	10,000	23,000

September Enrollment

Program	Student Government Board		Academic Association	Parents Association of Student Education Assistance		Total
	Registration Fee	Annual Membership Fee	Membership Fee	Registration Fee	Annual Membership Fee	
GS Major	3,000	5,000	4,000/Semester	5,000	10,000	27,000
CRPS Major	3,000	5,000	4,000/Semester	5,000	10,000	27,000
GLA	3,000	5,000	N/A	5,000	10,000	23,000

NOTE

- Registration fees for the Student Government Board and Parents Association of Student Education Assistance are only collected in the first year.
- Membership fees for the Student Government Board and Parents Association of Student Education Assistance can only be paid in one payment.

GS Major CRPS Major

April Enrollment	Membership fees for the Academic Association is collected per semester (4,000 JPY per semester), however, annual fee of 8,000 JPY is collected when tuition fees are paid for both Spring Semester and Fall Semester at once.
September Enrollment	Membership fees for the Academic Association is collected per semester (4,000 JPY per semester), however, annual fee of 8,000 JPY is collected if, after enrollment, the student chooses to pay Tuition Fees for 2 semesters (e.g. the 2nd semester & the 3rd semester) at once.

GLA

While studying at ANU, students do not have to pay membership fees for the Student Government Board but must pay the membership fees for the Parents Association of Student Education Assistance.

(3) Payment Amount for Each Step of the Enrollment Procedures

AY 2022 fees for students enrolled in 2022 (Unit: JPY)

April Enrollment

Program	Payment 1	Payment 2		
		(a)Paying Fees in Full Tuition Fee for Spring & Fall Semester	(b)Paying in 2 Installments Tuition Fees for Spring Semester	(Only if paying in installments) Amount to Be Paid in the 2nd Semester
GS Major	200,000	1,298,600	660,800	637,800
ISSE Course	200,000	1,593,800	808,400	785,400
GLA	200,000	2,323,000	1,173,000	1,150,000

September Enrollment

Program	Payment 1	Payment 2
GS Major	200,000	660,800
CRPS Major	200,000	611,700
GLA	200,000	1,173,000

*See <u>2. (2) Payment Options</u> for details on payment options

<table>
<tr><td>NOTE for April Enrollees</td></tr>
<tr><td>If a student chooses to pay in installments, the University will send information to the student about paying the second installment in October. The payment deadline for the second installment is November 30, 2023. If financial institutions are closed on November 30, the payment deadline will be the next business day.</td></tr>
</table>

2. Student Government Board, Parents Association of Student Education Assistance and Academic Association

(1) Student Government Board

The Ritsumeikan University Student Government Board is a self-governed organization made up of Ritsumeikan University students with the aim of contributing to the improvement and expansion of both academic and extra-curricular activities as well as the development of the academy as a whole. The student government board is involved in conducting scholastic, athletic, and volunteer extracurricular activities, such as welcome events for new students and the yearly school festival, as well as contributing to the improvement of the overall learning environment and convenience of student life. These activities are conducted using various grants and subsidies from the University as well as membership dues.

Membership fees are mainly used for various initiatives of the student union such as organizing welcome events for new students and school festivals, and supporting students' extracurricular voluntary activities groups. The University supports the activities of the union because it believes that these autonomous and voluntary activities by students are an important aspect of their personal development. The University is also partly responsible for managing the union's budgets and formulating policies for their activities.

(2) Parents Association of Student Education Assistance

The Parents Association of Student Education Assistance strives to support educational activities and increase communication between students and parents in accordance with the educational policies of Ritsumeikan University while also promoting friendship between its members. This includes supporting student life through social activities and scholarships as well as conducting activities to support students in their search for post-graduate employment.

(3) Academic Association

GS Major **CRPS Major**

The Academic Association of the College of International Relations/the College of Policy Science is made up of undergraduate students, graduate students, and faculty members for the purpose of furthering academic research and presenting its results. The association edits and publishes association journals, hosts conferences and lectures, and organizes surveys and field trips using membership dues and other income, such as donations.

1. Status of Residence of International Students

In principle, individuals without Japanese nationality or a valid status of residence in Japan must acquire the status of residence "Student" in order to enter Japan as a university student. International students at Ritsumeikan University are, in many cases, required to possess the status of residence "Student" in order to apply for scholarships.

2. COE and Obtaining a Student Visa

In order to acquire the status of residence "Student", individuals without Japanese nationality must show a "Student" visa at the immigration control when entering Japan. A "Student" visa will be issued at a Japanese embassy or consulate in the country or region of residence.

To apply for a "Student" visa, students will need to submit a "Certificate of Eligibility (COE)". The COE can only be issued by the immigration bureau in Japan (Immigration Services Agency of Japan) when the proxy in Japan, such as the University students intend to enroll at, makes an application on their behalf.
The University will apply for the COE on behalf of the successful applicants from outside Japan only when we judge that a COE is necessary for them and that they meet all the following requirements.
    (1)   Applicant is currently living outside of Japan and requires a COE to obtain a "Student" visa.
    (2)   Applicant has paid the admission fee, tuition fee(s), and other required fee by the stipulated deadline.
    (3)   Applicant has submitted all the required documents by the stipulated deadline and can prove that they have sufficient finances available to cover their period of study.

Before applying for the COE on behalf of the successful applicants, the University must confirm the applicant's intent to enroll. The University considers payment of all required enrollment procedure fees by the successful applicants to be a confirmation of their intent to enroll.
Applicants who are to obtain a "Student" visa, must submit the required documents during the "Document Submission 1" period specified in 3. Submitting Enrollment Documents.
More information about the procedures relating to acquiring a status of residence in Japan will be provided in "After Admission" website

> **NOTE**
> - Those with Japanese nationality and those living in Japan who possess a valid Japanese residence card with a valid residence status do not need to apply for a Certificate of Eligibility (COE).
> - The University will not provide support for students who intend to apply for visa types other than the "Student" visa.
> - For those in Japan on a "Short-Term Stay" travel visa: Ritsumeikan University does not accept applications to change a person's residence status from "Short-Term Stay" to "Student" while in Japan.

Scholarships *Following scholarships may be subject to change.

1. Ritsumeikan University Tuition Reduction Scholarship for International Students

This scholarship is only for students who possess the status of residence "Student" by the time of enrollment and who need financial support to pursue their study at the University. A tuition reduction of at least 20% is awarded, with 50% and 100% offered to the most outstanding applicants. The recipients and amount of tuition reduction will be determined based on applicants' screening results.
- Students in their second year and above who have fulfilled the grade criteria are able to apply for tuition reduction. Tuition reduction category selection will be based on the grades that the student has obtained.
- Information on other scholarships is also available on the website: en.ritsumei.ac.jp/e-ug/

Type	Reduction	Period
Undergraduate I	100% of Tuition	
Undergraduate II	50% of Tuition	One Year
Undergraduate III	20% of Tuition	

2. Other Scholarships Offered while Studying at ANU

GLA

Scholarships for GLA Students
- The College of Global Liberal Arts offers two scholarships to all the GLA students who study at the Australian National University (ANU) in the dual degree program: The College of Global Liberal Arts Scholarship for Study Abroad (700,000 JPY) and the Ritsumeikan University Study Abroad Challenge Scholarship (300,000 JPY).
- Although students can receive both at the same time, they may not be paid in combination with other scholarships specified in university policies.

Personal Information Policy

Personal information collected from individuals during the admissions process will be handled in accordance with the following.

1. Purpose of Use of Personal Information
(1) To carry out the admissions process, such as screening, mailing interview information sheets, holding interviews, etc.
(2) To notify results
(3) To send enrollment-related documents
(4) To make documents relating to the Certificate of Eligibility
(5) To send information regarding orientation sessions for international students
(6) To send information regarding student life, such as housing, insurance, National Federation of University Co-operative Associations, etc.
(7) To send various questionnaires after admission
(8) To manage student records after their enrollment

2. Management of Personal Information
Ritsumeikan University will manage the personal information of applicants in compliance with relevant Japanese laws and regulations. Information will be managed securely to prevent loss, destruction or divulgence.

3. Outsourcing Services Associated with the Provision of Personal Data
Ritsumeikan University may outsource certain work that includes the handling of personal data to a third-party entity having executed an agreement on the proper handling of personal information.

4. Statistical Use of Personal Information
Ritsumeikan University may use data extracted from applicants' personal information to conduct various statistical analyses to be used for surveys and research relating to the admission process. This data may also be provided to students interested in applying to Ritsumeikan University. However, the University shall ensure that any information made public cannot be used to identify specific individuals.