

# Master's Program

## Professional Training Objectives

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The phenomena of life are considered to be a system of energy conversion and information transmission comprising a wide range of complex, stratified structures at the molecular, cellular, individual, and surviving environmental levels. Life sciences that focus on these phenomena require a wide range of knowledge about natural science and the capacity to understand them in an orderly and integrative manner.

Our graduate school conducts cutting-edge research on substances, functional materials, energy, microorganisms, plants, and higher animals, including humans, through interdisciplinary collaboration based on chemistry and information science. The master's program applies these strengths to contribute to the development of life sciences and their related fields while fostering innovative researchers capable of contributing to a rich and sustainable society that is in harmony with nature and human well-being.

### Applied Chemistry Course

In the Applied Chemistry Course, students acquire a high level of expertise and research ability in the field of applied chemistry, allowing them to explain the functions of existing substances, and to invent new substances as well as develop a greater international presence. Students able to complete this course should be able to make applicable developments in a variety of fields ranging from materials to energy science.

### Biotechnology Course

In the Biotechnology Course, students inquire into the phenomena of life on individual, cellular, and molecular levels. Building upon the fundamental research topics focused on environment, food, resources, and energy, students will be able to make applicable developments in related fields such as fermentation, the chemical industry, pharmaceuticals, and biomass conversion.

### Bioinformatics Course

In the Bioinformatics Course, students incorporate research from a wide range of natural sciences, from mathematics and physics to chemistry, in addition to biology and information science, and use information science as their method of analysis. Students should be able to analyze and understand phenomenon down to the molecular level, and capable of contributing to the progression of the life sciences as whole.

### Biomedical Sciences Course

In the Biomedical Sciences Course, students develop an integrative understanding of complex life phenomena. Students in this course will acquire specialized skills and research knowledge in foundational medicine, preventative care, and social medicine along with the capability to actively contribute to solving problems facing the field such medical, health care, food and environment issues.

## Educational Objectives

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In the Master's Program, in light of our professional training objectives, our educational objectives are to train people to acquire the following capabilities.

- ① Individuals with reliable knowledge and research abilities in the natural sciences and specialist areas.
- ② Individuals with logical writing skills, presentation abilities, and communication skills in Japanese or English.
- ③ Individuals who are capable of setting out problems and solving them in specialist areas, on the basis of their awareness of their own responsibility as researchers or technicians.

## Diploma Policy

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In the Master's Program, a master's degree will be conferred upon the following persons, in accord with the educational objectives. Furthermore, degree recipients must have obtained credits designated by the Graduate School of Life Sciences and have passed an evaluation of their academic dissertation based on dissertation evaluation standards for the master's program.

- ① Those who possess sound knowledge and research abilities in the natural sciences and specialized fields.
- ② Those who possess logical writing skills, presentation skills and communication skills as well as communication skills in Japanese or English.
- ③ Those who, in addition to being aware of their responsibility as a researcher / engineer, possess the ability to pose and solve problems in specialized fields.

## Curriculum Policy

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In the Master's Program, the curriculum is formed as described below, in accord with the educational objectives.

The Graduate School will establish Common Subjects, Major Subjects, and Research Subjects as subject categories, where educational objectives will be achieved through the systematic completion of these subjects.

The definition of each subject type is as follows.

- ① Common Subjects: Subjects established to support career formation, to cultivate sound knowledge in the natural sciences and communication skills in Japanese or English.
- ② Major Subjects: Subjects established to cultivate sound knowledge in specialized fields.
- ③ Research Subjects: Subjects established to cultivate research ability in the natural sciences and specialized fields, logical writing skills, presentation skills and communication skills, and the ability to pose and solve problems.

## Admission Policy

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In the Master's Program, in light of our professional training objectives, we admit applications from individuals with the following qualities.

- ① Individuals with basic academic abilities in the natural sciences and specialist areas and full of intellectual curiosity.
- ② Individuals with sufficient language skills to understand science and technology both in Japan and overseas.
- ③ Individuals who are strongly motivated to acquire the ability to set out and solve problems in specialist areas, on the basis of their awareness of their own responsibility as researchers or technicians.

# I. Admission Method, Number of Students Accepted and Schedule

## 1. Admission Method and Number of Students Accepted

Major	Course	Admission Method	Number of Students Accepted
Advanced Life Sciences	Applied Chemistry	<b>Regular</b> Regular Admissions (English-based Program)	A Few
	Biotechnology		
	Bioinformatics		
	Biomedical Sciences		

- The Number of Students Accepted includes all Course.
- Depending on the applications received and results of the entrance examination, the number of successful candidates could be less than the Number of Students Accepted.

## 2. Schedule

Month	Application Period	Examination Date	Notification of Results	Admission Method
May	Thursday, April 6, 2023 – Thursday, April 20, 2023	Thursday, May 18, 2023	Thursday, June 1, 2023	<b>Regular</b>

- In “Ritsu-Mate”, the application registration can be made from 10:00 am (Japan time) of the first day of the application period.
- Persons who want to apply for the graduate school must contact the prospective supervising professor and get pre-counseling on what they can study at the graduate school, etc. before submitting an application. For detail, please see page 17 of the “III. Contacting a Prospective Supervising Professor prior to Your Application”.

## 3. Application Fee

5,000 yen

- The payment must be completed during the application period.
- Payment can be made by credit card, using the convenience store payment system, PayPal, Alipay or international bank transfer. For detailed information, please see “(3) Application Fee”, “1. How to Apply / Application Process” specified in the “Application Guidelines (For all Graduate Schools)”.

## II. Eligibility Requirements

Applicants must be those who have the residence status of “student” in Japan or who will obtain the one before being enrolled in graduate school and meet at least one of the following application criteria from (1) to (10):

- (1) Persons who have graduated from a university (Universities must meet the criteria established in Article 83 of the School Education Act) or who are expected to graduate from such before being enrolled in the graduate school
- (2) Persons who have been awarded a bachelor's degree by the National Institution for Academic Degrees and Quality Enhancement of Higher Education or who are expected to be awarded such a degree before being enrolled in the graduate school
- (3) Persons who have completed a 16-year program at an overseas school or who are expected to complete such a program before being enrolled in the graduate school
- (4) Persons who have completed a 3-year program or a program of more than 3 years (\*2) and have been awarded a degree by an overseas university or school (\*1) which is recognized as being equivalent to a bachelor's degree or who are expected to complete such a program before being enrolled at the graduate school. (the 2016 ordinance of the Ministry of Education, Culture, Sports, Science and Technology, No. 19)
- (5) Persons who have completed a 16-year program of an overseas school by taking its correspondence course in Japan or who are expected to complete such a program before being enrolled in the graduate school
- (6) Persons who have completed the program of an overseas school in Japan that is recognized as being equivalent to an overseas university by the Minister of Education, Culture, Sports, Science and Technology or who are expected to complete such a program before being enrolled in the graduate school
- (7) Persons who have completed a specialized program at a special training school designated by the Minister of Education, Culture, Sports, Science and Technology after the date designated by said minister or who are expected to complete such a program before being enrolled in the graduate school
- (8) Persons who hold a specialized or first-category teaching license for elementary schools, junior high schools, high schools, kindergartens, or schools for disabled children under the Educational Personnel Certification Law or who are expected to obtain such a license before being enrolled in the graduate school and who are above 22 years of age or who will reach 22 years of age before being enrolled in the graduate school, or who have other teaching licenses and are designated by the Minister of Education, Culture, Sports, Science and Technology (or who are expected to meet specific requirements before being enrolled in the graduate school) (the 1953 Notification of the Ministry of Education, Science, Sports and Culture, No. 5-10 to 12)
- (9) Persons who have been admitted to a graduate school under the grade-skipping system and who are recognized as having enough academic ability to study at Ritsumeikan University's graduate schools (\*3)
- (10) 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 individual preliminary screening and who are above 22 years of age or who will reach 22 years of age before being enrolled in the graduate school (\*3)

\*1 The university or the school shall be evaluated by an organization approved by a relevant official institution in the country for their education and research activities or recognized as so by the Minister of Education, Culture, Sports, Science and Technology.

\*2 The program shall include a correspondence course which enables students to study in Japan by a university or school which is approved by the educational system of the country and satisfy the above requirements.

\*3 Persons who intend to apply under category (9) or (10), they will be subject to the individual preliminary screening. They should refer to page 29 and complete the necessary procedures by the specified dates.

- Contact the Administrative Office, College of Life Sciences before the deadline to request for the individual preliminary screening (please refer to page 29 for the request Deadline) if you have any inquiries about the requirements above, such as the number of years you received education overseas or a degree obtained at an overseas educational institution.
- Those who do not meet the criteria stated in “(2) Certificate [Certificate issued by universities in China]”, “2. Points to Note when Applying for Admission” specified in the “Application Guidelines (For all Graduate Schools)” must take the individual preliminary screening. For example, persons whose final academic background is zhuanke (专科) (3-year college degree) in China. For information about the individual preliminary screening, please refer to page 29.
- Those who pass the admission screening who, at the time of application, only fulfilled the criteria above based on expecting to complete their academic program, etc. by the time of enrollment but who do NOT actually complete that program by September 25, 2023 will have their admission revoked.
- In addition to the above criteria, applicants must have the ability to understand lectures in English at Ritsumeikan University's graduate school.

### III. Contacting a Prospective Supervising Professor prior to Your Application

(1) Applicants must contact the prospective supervising professor and get pre-counseling on what they can study at the graduate school etc. before submitting an application.

\*Your course will be the course which your prospective supervising professor is involved in.

#### <How to contact the prospective supervising professor>

(1) Find prospective supervising professors on the graduate school website, or Ritsumeikan University Researcher database.

■ Website of the Graduate school of Life Sciences

<https://www.ritsumei.ac.jp/gsls/eng/academics/researchers.html/>

■ Ritsumeikan University Researcher database:

<https://research-db.ritsumei.ac.jp/rithp/TOP?lang=en>

(2) Access the following link and fill in the application form for pre-counseling.

<https://en.ritsumei.ac.jp/gsls/application/>

After your application confirmed, we will arrange pre-counseling accordingly.

(3) When you submit your research plan (University-designated Form 1), make sure it includes the name of the professor who gave you pre-counseling.

## IV. Required Documents

### 1. Required Documents

Regarding the Notice on Application including the information of certificates, etc., please refer to “2. Points to Note when Applying for Admission” specified in the “Application Guidelines (For all Graduate Schools)”.

Application forms designated here by Ritsumeikan University are included at the end of this Application Guidelines.

Please also refer to “How to Submit Application Documents” on page 31.

Please check the documents marked ✓ and \* in the “Admission Method” column you are applying for, and check the explanation of each document.

	Required Documents	Admission Method
		Regular
(1)	Application Sheet	✓
(2)	Application Sheet for Non-Japanese Applicants	*
(3)	Certificate of graduation / expected graduation	✓ **
(4)	Academic Transcript	✓ **
(5)	Certificate of language ability	*
(6)	Research Plan Form	✓
(7)	Declaration of Financial Resources	✓
(8)	Questionnaire	✓
(9)	Letter of Recommendation	*
(10)	The Certificate of Degree Conferment or a written acknowledgement of application for Degree	*
(11)	Official documents such as “Verification Letter of Issuing teaching license”	*

✓ : Necessary \* : If applicable

\*\*Those who are enrolled in undergraduate schools or graduate schools of Ritsumeikan University as regular students at the time of application DON'T need to submit.

#### (1) Application Sheet

Must be printed out from “Ritsu-Mate” after you complete your application information on the same website.

#### (2) Application Sheet for Non-Japanese Applicants 【Form GS 1】

Only required from applicants who do not have Japanese nationality.

#### (3) Certificate of graduation / expected graduation

Certificate issued by the higher education institution you attended, which meets the application criteria.

Only original is accepted.

\*Those who cannot submit the original certificate are required to consult it by email.

email: gsls@st.ritsumei.ac.jp

【Those who have graduated / who are expected to graduate from universities in China

\*except for Taiwan, Hong Kong and Macau】

Please submit the documents below instead of certificate of graduation / expected graduation.

① Those who have already graduated

Printed “教育部学历证书电子注册备案表” and “Online Verification Report of Higher Education Qualification Certificate”

② Those who are expected to graduate

Printed “教育部学籍在线验证报告” and “Online Verification Report of Student Record”

#### (4) Academic Transcript

Academic Transcript must be issued by the higher education institution which meets the application criteria.

Only original is accepted.

\*Those who cannot submit the original certificate are required to consult it by email.

email: gsls@st.ritsumei.ac.jp

**(5) Certificate of language ability**

- Applicants whose first language is English do not have to submit this document.
- Applicants whose last attended institution where they graduated or are expected to graduate that uses English as a lecture language do not have to submit this document. Instead, submission of the Medium of Instruction Certificate is required.
- ① Official scores of TOEIC® Listening & Reading Test, TOEFL iBT® Test, Revised TOEFL® Paper-delivered Test or IELTS etc., taken no more than 2 years before the starting date of application period. Only TOEFL iBT® scores from a single test date will be considered (MyBest™ scores will not be taken into consideration).  
\*Photocopies are acceptable.
- ② TOEIC® L&R IP Test, TOEFL® ITP Test and EIKEN® are not accepted, whereas TOEIC® L&R IP Test and TOEFL® ITP Test conducted within 2 years in Ritsumeikan University are valid.
- ③ Applicants who cannot submit a score certificate from one of the tests above must submit an original, formal, certificate of English language ability level issued by their current university.  
Applicants who cannot submit certificate of English language ability level issued by their current university must consult with the Administrative Office, College of Life Sciences.

**(6) Research Plan Form 【Form 1】****(7) Declaration of Financial Resources 【Form 2】**

In case the acceptance of scholarship from the outside foundation, please submit the notification of scholarship award.

**(8) Questionnaire 【Form 3】****(9) Letter of Recommendation (optional) 【Free form or Form 4】**

Should be written by the dean, person of higher position, or an academic advisor at applicant's school or institution.

**(10) The Certificate of Degree Conferment or a written acknowledgement of application for Degree (Only original is accepted.)**

Only those who fall under "II. Eligibility Requirements-(2)".

**(11) Official documents such as "Verification Letter of Issuing teaching license" (Only original is accepted.)**

Only those who fall under "II. Eligibility Requirements- (8)".

**2. Important Notes for Application**

(1) All submitted documents should be printed in English on A4-sized paper or US-letter sized paper by word-processing software. For certificates, the original or "certified copy of original"\* should be submitted. Please attach and official translation with the translator's name, address, contact information and signature or official seal for documents that are written in neither English nor Japanese. Translation by the issuing institution, translation agency, or qualified translator should be acceptable.

\*A certified document is one that has been marked as being equivalent to the original with a stamp or seal by the issuing institution (preferred) or a notary public.

(2) Submitted documents cannot be returned for any reason.

## V. Screening Method and Examination Sheet

### 1. Screening Method

Applicants will be screened based on submitted application documents. These may include an interview conducted online, or in person, and an oral examination.

### 2. Examination Sheet

The examination sheet for entrance examination can be downloaded from “Ritsu-Mate” approximately one week prior to the examination date. Print out the examination sheet for entrance examination after downloading, and bring it on the day of the entrance examination. (Please refer to “(2) Examination Sheet”, “4. Points to Note when Taking a Graduate School Entrance Examination” specified in the “Application Guidelines (For all Graduate Schools)”.)



# For All Applicants

## I. Individual Preliminary Screening (Only if applicable)

Ritsumeikan University offers individual preliminary screenings for prospective adult learners, etc. with the academic capacity and motivation to study at the graduate level, but whose academic credentials do not meet the minimum application requirements. Those who wish to apply for enrollment into a Master's Program who have been determined through the preliminary screening to have academic ability equal to or greater than that of a university graduate will be allowed to apply for the admission screening. Likewise, those who wish to enroll into a Doctoral Program who have been determined through the preliminary screening to have academic ability equal to or greater than that of a Master's or Professional Degree Program graduate will be allowed to apply for the admission screening.

If you wish to apply for the individual preliminary screening, complete the necessary procedures by the designated deadline.

\*It should be noted that the purpose of the individual preliminary screening is only to check whether or not you meet the requirements for application regarding academic ability. It is completely separate from the entrance examination. Passing the individual preliminary screening will simply allow you to apply to take the entrance examination, which you will then need to pass in order to be granted admission to the graduate school.

### 1. Procedures for the Individual Preliminary Screening

STEPS 1: Request for the individual preliminary screening to the administrative office of the graduate school.

STEPS 2: Obtain required documents to be submitted for the screening.

STEPS 3: Submit required documents by the designated deadline.

STEPS 4: Receive a result of the screening. If you pass the screening, apply for the graduate school in accordance with the application guidelines of the graduate school.

### 2. Screening Method

Document Screening (plus an interview, if necessary)

### 3. The matters to be considered during the screening consist of the academic history and qualifications of the individual applicants to be recognized as having an academic ability equal to or higher than university graduates, which include

- Any learning programs that the applicant has completed at a special training school or vocational school, etc.
- Work experience and qualifications the applicant has got
- Certain credits that the applicant has earned as a degree / a non-degree student
- Learning programs that the applicant has completed at a school under the prewar educational system.

### 4. Deadline to Request for the Individual Preliminary Screening and Submit Documents

<Deadline to request a screening>

Please contact the Administrative Office, College of Life Sciences by Wednesday, March 15, 2023.

<Deadline to submit documents>

The date will be notified individually.

## 5. Documents to be Submitted

Documents once accepted cannot be returned under any circumstances.

### (1) Applicants for admission to a Master's Program are required to submit the following documents.

Documents to be submitted	Remarks
(1) Application form for an individual preliminary screening (which doubles as a personal resume) (2) Essay on your reason for applying for admission and Research plan (3) Certificate of academic background and academic record (Only Original is acceptable.) (e.g.) certificate of graduation, certificate of enrollment, academic transcript etc. (4) Other documents required by the administrative office.	– Regarding the formats of (1) and (2), inquire at the administrative office of the graduate school. – If you wish, you may submit additional materials, such as another certificate, essay, piece of work, or reference data, together with these documents.

### (2) Applicants for admission to a Doctoral Program are required to submit the following documents.

Documents to be submitted	Remarks
(1) Application form for an individual preliminary screening (which doubles as a personal resume) (2) Essay on your reason for applying for admission and Research plan (3) Certificate of academic background and academic record (Only Original is acceptable.) (e.g.) certificate of graduation, certificate of enrollment, academic transcript etc. (4) Research achievement that corresponds to a master's thesis (5) Other documents required by the administrative office	– Regarding the formats of (1) and (2), inquire at the administrative office of the graduate school.

## 6. Mailing Address / Inquiry

Administrative Office, College of Life Sciences

Ritsumeikan University Biwako-kusatsu Campus 1-1-1 Noji-Higashi, Kusatsu, Shiga, Japan 525-8577

TEL: +81-77-561-5021      email: [gsls@st.ritsumei.ac.jp](mailto:gsls@st.ritsumei.ac.jp)

## 7. Screening Fee

None

## 8. Result of the Screening

The result of the individual preliminary screening will be sent to you by mail or email one week prior to the deadline of the application for admission, at the latest.

## 9. Validity of the Qualification

The qualification for applying for admission granted as a result of the individual preliminary screening is valid for any application for the same admission in each graduate school.

## II. How to Submit Application Documents

### 1. Prior to Submission of Application Documents

After completing the payment of the application fee during the application period, send all specified application documents by email. Scan all the application documents and send them as the attached data to the email address. You will receive a confirmation email once the data is confirmed.

Email: [gsls@st.ritsumei.ac.jp](mailto:gsls@st.ritsumei.ac.jp)

### 2. How to Submit Application Documents

After receiving the confirmation email, hard copy of the specified application documents must be submitted. Applications can either be mailed or submitted in person at the Administrative Office, College of Life Sciences. Applications must be submitted no later than 5:00 pm on the final day of the application period if submitted in person.

Please check the delivery status on your own, using the tracking number offered when used the tracking service. If your submitted documents are incomplete, the administrative office will contact you.

#### A. When applying from within Japan

- (1) Prepare an envelope (big enough to fit unfolded A4 documents or US-letter sized documents) available in the market.
- (2) Download the address label, using “Ritsu-Mate” and print out the label.
- (3) Paste the address label (mentioned in (2)) on the envelope (mentioned in (1)), enclose all your application documents and send them by Kani-kakitome Sokutatsu-yubin (simplified registered express mail). They must be sent from a post office. Mailing your application from a mailbox is unacceptable.
- (4) Must be sent postmarked on or before the deadline.

#### B. When applying from overseas

- (1) Prepare an envelope (big enough to fit unfolded A4 documents or US-letter sized documents) available in the market.
- (2) Write all necessary information on the envelope and put all your application documents in the envelope and send them by express mail with tracking number (EMS, FedEx, DHL etc.).
- (3) All documents must arrive by express mail on or before the deadline.

### 3. Mailing Address for Application

Administrative Office, College of Life Sciences

Ritsumeikan University Biwako-Kusatsu Campus

1-1-1 Noji-Higashi, Kusatsu, Shiga, Japan 525-8577

TEL: +81-(0)77-561-5021 email: [gsls@st.ritsumei.ac.jp](mailto:gsls@st.ritsumei.ac.jp)

Office Hours of the Administrative Office, College of Life Sciences (2nd floor Link Square Building)

Monday: 12:30–17:00

Tuesday-Friday: 10:00–11:30, 12:30–17:00 (excluding Saturdays, Sundays and National Holidays)

## III. Notification of Results

Result and Enrollment Procedures will be sent to the address indicated on Application Sheet on the day of the result announcement.

The results will be posted on “Ritsu-Mate” and the “Ritsumeikan University Graduate School Entrance Examination Information Website” at 10:00 am (Japan time) on the day of the announcement of the entrance examination results. However, this is merely for the convenience of applicants. The official announcement of the entrance examination is made in a written form and the written notice will be delivered to each applicant by mail. Therefore, make sure to check your result in the written notice.

If your address changes after you submitted the documents for application, send your name, your Application Number, and the new address to Administrative Office, College of Life Science by email.

Regarding the enrollment procedures, please refer to “5. Enrollment Procedures (Information)” specified in the “Application Guidelines (For all Graduate Schools)”.

URL of the “Ritsumeikan University Graduate School Entrance Examination Information Website”:

[https://www.ritsumei.ac.jp/gr/announce\\_procedures/announce.html/](https://www.ritsumei.ac.jp/gr/announce_procedures/announce.html/)

– Please note that the university will not respond to any inquiries regarding results of the entrance examination.