

Ritsumeikan University Monbukagakusho (MEXT) University Recommendation Scholarship-based Admissions Application Guidelines for September 2025 Enrollment

The following outlines Ritsumeikan University's recruitment and application procedures for 2025 enrollment accompanied by a recommendation from the university to the Ministry of Education, Culture, Sports, Science and Technology (Monbukagakusho (hereinafter "MEXT")) for the MEXT University Recommendation Scholarship.

I. Recruiting Graduate Schools

Graduate School	Major	Level	Enrollment Limit	Number of Students Accepted	Medium of Instruction
Economics	Economics	Master's	50	A few	English
Science and Engineering	Advanced Mathematics and Physics (Mathematics Course)	Master's	450	A few	English
	Advanced Electrical, Electronic and Computer Systems				
	Advanced Mechanical Engineering and Robotics				
	Advanced Architectural, Environmental and Civil Engineering				
	Advanced Mathematics and Physics	Doctoral	40	A few	
	Advanced Electrical, Electronic and Computer Systems				
	Advanced Mechanical Engineering and Robotics				
	Advanced Architectural, Environmental and Civil Engineering				
Policy Science	Policy Science	Master's	40	A few	English

*Enrollment Limit includes all application methods.

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

II. Eligibility Requirements

1. Master's Programs

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

- (1) Persons who have completed a 16-year education program outside of Japan or who are expected to complete such a program before being enrolled in the graduate school
- (2) Persons who have graduated from a Japanese university (*1) or who are expected to graduate from a Japanese university before being enrolled in the graduate school
- (3) Persons who have completed (*2) a degree program of 3 years or more and received a bachelor's degree or the equivalent at a university or other institution outside of Japan (*3), or who are expected to complete such a program prior to enrollment in a Ritsumeikan University graduate school.
- (4) Persons who have been recognized as having an academic ability equal to or higher than university graduates by Ritsumeikan University's graduate schools as a result of an individual preliminary screening and who have reached 22 years of age or who will reach 22 years of age before being enrolled in the graduate school (*4)

*1 As designated by Article 83 of the School Education Act

*2 Limited to those whose overall academic research and education have been evaluated by an individual authorized by that country's government or appropriate related institution, or an individual designated by the Monbukagakusho who meets these standards.

*3 Including those who completed a distance learning degree program of a university outside of Japan while in Japan, and those who completed the same at designated educational facilities according to the educational system of the respective university's country.

*4 Applicants who intend to apply under category (4), above, must contact the International Center at BKC no later than the day before the application period begins in order to undergo an individual review.

In addition to the requirements above, applicants must have English language ability sufficient to understand course materials at their desired graduate school.

2. Doctoral Programs

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

- (1) Persons who have been awarded, or are scheduled to be awarded prior to enrollment in Ritsumeikan University's graduate school, a master's degree or professional degree as defined by Japanese law, or an equivalent degree.
- (2) Persons who have been awarded a degree equivalent to a master's degree or professional degree, as defined by Japanese law, abroad or who are expected to be awarded such a degree before being enrolled in the graduate school
- (3) Persons who have been engaged in research activities at a university or research institute for at least two years after graduating from a university or its equivalent and who have been recognized by Ritsumeikan University's graduate schools as having an academic ability equal to or greater than holders of a master's degree (the 1989 Notification of the Ministry of Education, Science, Sports and Culture No.118) (*1)
- (4) Persons who have been recognized by Ritsumeikan University's graduate schools as having an academic ability equal to or higher than holders of a master's degree or professional degree, as defined by Japanese law, as a result of individual preliminary screening and who have reached 24 years of age (*1)

*1 Applicants who intend to apply under category (3) or (4), above, must contact the International Center at BKC no later than the day before the application period begins in order to undergo an individual review.

In addition to the requirements above, applicants must have English language ability sufficient to understand course materials at their desired graduate school.

3. Important Notes

- (1) If you have any concerns about foreign education equivalence, your particular degree, or calculation of years of schooling described in (1) or (2) above, please contact the International Center at BKC no later than the day before the application period opens.

Ritsumeikan University International Center at BKC, Admissions Representative
1-1-1 Noji-Higashi, Kusatsu, Shiga, Japan 525-8577
Phone: +81 (0)77-561-3946 Email: cger-bkc@st.ritsumei.ac.jp

- (2) Applicants who pass the admissions screening under the condition of "expecting" to fulfill the Eligibility Requirements but who ultimately do not fulfill the requirements by September 25, 2025, the day before enrollment, will not be permitted to enroll.

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

III. Screening Method

In general, applicants will be screened based on submitted application documents. Additionally, interviews, either in-person, online or via email, may also be conducted.

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

* This screening will determine admission to Ritsumeikan University's graduate schools. Ritsumeikan University will also recommend applicants who pass this screening to MEXT for scholarship. MEXT alone will make the final determination as to whether or not to award the applicant a scholarship, based on their own, separate screening.

IV. Application Procedures

1. Documents to be submitted. All application documents must be submitted together.

- (1) Ritsumeikan University Graduate School Application Form (University designated online application form)
- (2) Application for Japanese Government (Monbukagakusho: MEXT) Scholarship (MEXT designated form)
- (3) Field of Study and Study Program (MEXT designated form)
- (4) Letter of Recommendation by the dean, or a person of equivalent or higher position, at the applicant's school or institution. Must be addressed to the "President of Ritsumeikan University". (Free-form, however, use of the template found on our homepage is recommended)
- (5) Official Transcripts from most recent academic institution attended (Undergraduate or Graduate degree program)
*MUST include a formal explanation of the grade scale (i.e. A=100~90, B=89~80, C=79~70, D=69~60, Fail=59~0, etc.). If not included, submit separately.
- (6) Official graduation certificate or certificate of program completion, diploma, or certificate of expected graduation or expected program completion, from most recent academic institution attended (Undergraduate or Graduate degree program)
*For those who have completed graduate school abroad, this certificate must indicate which degree was conferred (Master, Ph.D., etc.).
- (7) (Optional) Records from most recent university indicating superior academic achievement with clear indicator of outstanding performance (e.g. GPA, grades and criteria, or individual rank order)
- (8) Abstract of thesis written for most recent academic degree awarded, etc.
*The abstract MUST be a concise summary (i.e. 1 page maximum) of your most recently written thesis, or of your graduation project or a term paper, project, etc. if you did not write a thesis.
*All text within the PDF must be clearly legible and readable by text recognition software.
*Applicants to the Graduate School of Economics: In addition to the thesis abstract, you must also submit your full thesis. If you didn't write a thesis, submit a term paper, etc. in place of the thesis. Both the abstract and thesis must be clearly legible and readable by text recognition software.
- (9) Copy of passport page containing the applicant's name and date of birth or a copy of your family register or residence certificate, etc. (applicants in possession of a passport must submit the passport page copy)
- (10) Documentation showing objective proof of English language ability.
 - 1) Submit a grade certificate from an English Language Ability Test on which the scores earned for each individual section, and the total score, are all equivalent to or higher than the Common European Framework of Reference for Languages (CEFR) B2 level. (Score reports must be from one of the following: TOEIC®L&R Test, TOEFL iBT®Test, TOEFL iBT®Home Edition, IELTS, IELTS Indicator or Duolingo.)

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

*Test must have been taken in the two-year period preceding the application deadline to be acceptable.
 - 2) Applicants who cannot submit a score certificate fulfilling the criteria of 1), but who's education at their current university or most recent alma mater was conducted primarily in English should submit an original certificate or letter stating as much issued by either their current university or most recent alma mater.
 - 3) Applicants who cannot submit a certificate fulfilling the criteria of either 1) or 2) above must submit other documentation showing objective proof of their level of English language ability (for example, an English language test score certificate on which scores earned were less than CEFR B2 level, or which was taken more than 2 years prior to the application deadline). Let it be known that in particular, any who submit a certificate which fulfills only this criteria 3) may be asked to participate in an online interview(s).
- (11) Certificate of health (University designated form, or form with identical contents)
- (12) Mainland Chinese university certificates (Unnecessary for those currently enrolled in, or who graduated or completed a program at a graduate school in, Taiwan, Hong Kong, or Macau):
[Undergraduate program graduates]
 - Online Verification Report of Higher Education Qualification Certificate 教育部学历证书电子注册备案表 English version

[Graduate program graduates]

- Online Verification Report of Higher Education Qualification Certificate 教育部学历证书电子注册备案表 English version
 - Online Verification Report of Higher Education Degree Certificate 中国高等教育学位在线验证报告 English version
- [Students currently enrolled in either an undergraduate or graduate program]
- Online Verification Report of Higher Education Qualification Certificate 教育部学籍在线验证报告 English version

2. Important Information Regarding Application

- (1) All submitted documents should be in English and, to the maximum extent possible, should be typed in word processing software and be in A4-sized format. Any document submitted in a language other than English must have an English translation attached.
- (2) On all documents, your date of birth must match the date in on your passport.
- (3) On the Ritsumeikan University Graduate School Application Form, your name must be entered in the Roman alphabet exactly as it appears in your passport, and following the rules below. Do not fill out your name using Chinese characters even if you use Chinese characters in your home country.
 - * Enter your name in the order of Family name (all uppercase), First name (the first letter in uppercase and the rest in lowercase), and Middle name (the first letter in uppercase and the rest in lowercase).
 - * For names without a clear distinction between surname and first name, enter the first part of the name in all uppercase and for the rest, enter the first letter in uppercase and the rest in lowercase.Example: Family Name: RITSUMEI First Name: Taro Middle Name: Saionji
On other forms, fill out your name as per the instructions contained within the form.
- (4) Following the directions in "3. Application Period", submit application documents to the address designated in "4. Application Mailing Address".
- (5) If it is determined that your application documents contain any deliberate falsifications or forgeries, your application will not pass the screening.
- (6) About Security Export Control
Ritsumeikan University has established the "Ritsumeikan University Security Export Control Regulations (立命館大学安全保障輸出管理規程)" in accordance with the "Foreign Exchange and Foreign Trade Act", and conducts strict screening of international students at the time of admissions on the basis of these regulations. Please be aware that international students who fall under any of the conditions set out in the Act may be unable to receive their desired education or conduct their desired research at the university. A stringent screening in accordance with the "Foreign Exchange and Foreign Trade Act" will be conducted after your application documents are received.

3. Application Period:

Tuesday, November 26th, 2024 – Thursday, December 19th, 2024

Please complete the following.

- 1) Of the "1. Application Documents", fill out and submit "(1) Ritsumeikan University Graduate School Application Form" online.
Ritsumeikan University Graduate School Application Form: <https://forms.office.com/r/46qpaLtuHd>
- 2) Convert the remaining application documents to PDFs. Except for your passport, combine the remaining application documents in the order listed in "1. Application Documents" into one PDF. Set the file name to "application_" followed by your full name as indicated in your passport, as described in "2. Important Information Regarding Application" above. Set the file name of your passport similarly, as seen in the example below.
 - *Please use the reduce file size function, if available in your PDF editor, to decrease the file size.Application documents PDF file name example: application_WASHINGTON GEORGE
Passport info page PDF file name example: passport_WASHINGTON GEORGE
- 3) Send your complete application to the email in "4. Application Mailing Address" below by 11:59 pm (Japan Standard Time) on December 19th, the final day of the application period. Set the title of the email as "Application Documents for MEXT Scholarship".

4. Application Mailing Address:

Ritsumeikan University International Center at BKC, Admissions Representative
cgr-bkc@st.ritsumei.ac.jp

V. Notification of Results

Thursday, February 6th, 2025

- * Results of the screening will be emailed to applicants at the address on their Ritsumeikan University Graduate School Application Form.
- * Applicants who pass the screening will be recommended to MEXT for scholarship.
- * Passing this screening does not guarantee the applicant will be awarded scholarship.
- * Waitlisted candidates will also be determined via this screening, and those placed on the waitlist will be notified via email. If a waitlisted candidate is later elevated to passing status, the candidate will be separately informed of the change by the date specified in the initial waitlist notification.

VI. Enrollment Procedures

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

VII. MEXT Scholarships for International Students System

- (1) This admission screening will be conducted in accordance with the "2025 Monbukagakusho (MEXT) University Recommendation Scholarship for International Students Guidelines," which are expected to be finalized in November 2024. Those granted a letter of acceptance via this admission screening will be recommended by Ritsumeikan University to MEXT for scholarship.
- * This screening is being conducted in advance of MEXT's release of the 2025 scholarship guidelines.
- (2) For details on MEXT International Student Scholarships, please see MEXT's website.

Nothing follows.