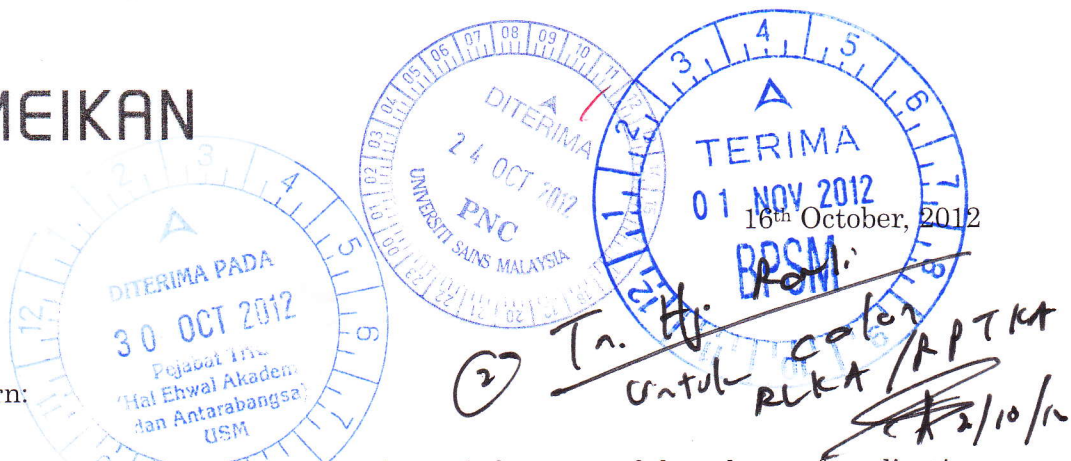


RITSUMEIKAN



To Whom It May Concern:

Greeting from Ritsumeikan University! I am writing to inform you of the release of application guidelines for two of our scholarship-based enrollment procedures for September 2013 enrollment: the 2013 Monbukagakusho Scholarship for Overseas International Degree-seeking Students and International Research Students and the Special Encouragement Scholarship Admission for International Students (100% Tuition Reduction).

PROF. AHMAD SHUKRI MUSTAPA KAMAL
Timbalan Naib Canselor
(Hal Ehwal Akademik & Antarabangsa)

Ritsumeikan University has started its recruiting process for overseas scholars seeking to study at our university with the assistance of scholarships financed by the Japanese Ministry of Education, Culture, Sports, Science and Technology (Monbukagakusho). These scholarships will be made available to students whose applications are approved by Monbukagakusho, based on recommendations from Ritsumeikan University. We here at Ritsumeikan University would be pleased to recommend students from your university who wish to take advantage of this opportunity to undertake postgraduate studies in Japan.

In addition, Ritsumeikan University has newly established the Special Encouragement Scholarship Admission for International Students (100% Tuition Reduction), which is awarded directly by the university. We would be honored to receive applications from your outstanding students for this new scholarship opportunity, as well.

Information about this year's scholarship application processes, along with application procedures and downloadable forms are available on our English website. Please direct your university's students to the following page:

<http://www.ritsumei.ac.jp/eng/html/admissions/financial.html/>

I would greatly appreciate it if you would inform your university's students about this scholarship opportunity. If you have any questions please feel free to contact us at the address below. Thank you again for your continued cooperation and partnership.

Sincerely,

Professor Naoki ISHIHARA
Executive Director, Division of International Affairs
Ritsumeikan University

① Prof Ahmad Shukri

25/10

PROFESOR DATO' UMAR USMAN
Naib Canselor
Universiti Sains Malaysia

<Contact Office>

International Center at Biwako-Kusatsu Campus, Ritsumeikan University
1-1-1 Nojihigashi, Kusatsu, Shiga 525-8577 JAPAN
Tel. +81-77-561-3946 Fax. +81-77-561-3956 Email: cger-bkc@st.ritsumei.ac.jp

2013 Special Encouragement Scholarship Admission for International Student Application Guidelines (English-based Programs)

In order to extend enrollment possibilities to outstanding graduate-level international students from economically disadvantaged backgrounds, Ritsumeikan University's Graduate Schools have established a special application procedure to admit students with 100% Tuition Reduction, effective in September 2013. This scholarship awards a 100% reduction to tuition for the standard duration for the appropriate program (2 years for Master's, 3 years for Doctoral, or 5 years for Integrated Doctoral), based on Ritsumeikan University's "2013 Ritsumeikan University Special Encouragement Scholarship (Tuition Reduction Scheme) for Privately Financed International Students (Graduate Students Category I)."

This program will be open to applicants to English-based degree programs as described below:

I. Recruiting Graduate Schools, Majors/Courses, Program Levels, Recruiting Numbers

(Graduate School of Economics, Graduate School of International Relations, Graduate School of Policy Science, Graduate School of Technology Management)

Graduate School	Major	Level	Enrollment Limit	Number Recruited
Economics	Economics	Master's	50	Few
International Relations	International Relations	Master's	60	Few
		Doctoral	10	Few
Policy Science	Policy Science	Master's	40	Few
		Doctoral	15	Few
Technology Management	Technology Management	Doctoral	5	Few

*Enrollment Limit includes all application methods.

*Actual number recruited may be lower, based on number of applications and entrance examination results.

(Graduate School of Science and Engineering, Graduate School of Information Science and Engineering, Graduate School of Life Sciences)

Graduate School	Major	Course	Program	Level	Enrollment Limit	Number Recruited
Science and Engineering	Advanced Mathematics and Physics	Mathematics; Physics;	International Program for Science and Engineering	Doctoral	6	Few
	Advanced Electrical, Electronic and Computer Systems	Electrical, Electronic and Computer Systems;		Master's	180	
		-		Doctoral	8	
	Advanced Mechanical Engineering and Robotics	Mechanical Engineering; Robotics; Micro Systems Technology;		Master's	140	
		-		Doctoral	11	
	Advanced Architectural, Environmental, and Civil Engineering	Civil and Disaster Mitigation Engineering for Historic Cities; Environmental Systems and Civil Engineering; Architecture and Urban Design;		Master's	80	
		-		Doctoral	15	
	Advanced Information Science and Engineering	Computer Science; Human Information Science;	International Program for Information Science and Engineering	Master's	200	Few
		-		Doctoral	15	
Life Sciences	Advanced Life Sciences	Applied Chemistry; Biotechnology; Bioinformatics; Biomedical Sciences;	International Program for Life Sciences	Master's	150	Few
		-		Doctoral	15	

*Enrollment Limit includes all application methods.

*Actual number recruited may be lower, based on number of applications and entrance examination results.

*The total number of students admitted under this application procedure (including the Special Encouragement Scholarship Admission for International Students, English Based, and Special Encouragement Scholarship Admission for International Students, Japanese Based) to all graduate schools, combined, for 2013 will be 20 students at the Master's/ Integrated Doctoral (5-year) Level and 10 students at the Doctoral (3-year) level.

II. Eligibility Requirements

Applicants for Master's programs must be nationals of a country other than Japan, newly arrive from overseas for the purpose of study, obtain a "Student" residence status in Japan prior to beginning studies, and meet at least of one of the following four 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
- (3) Persons who have completed a 15-year education program in a country outside Japan where the bachelor's degree program is a three-year degree, or who are expected to complete such a program before being enrolled; who have demonstrated exceptional academic achievement as demonstrated by course grades; and who have received individual permission to apply by Ritsumeikan's graduate schools prior to the application period (*1)
- (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 (*2)

*1 Applicants who believe they meet criteria (3), 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 to determine whether they meet the designated academic achievement standard.

*2 Applicants who believe they meet criteria (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 to determine whether their academic ability is equal to or higher than a university graduate.

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

Applicants for Doctoral programs must be nationals of a country other than Japan, newly arrive from overseas for the purpose of study, obtain a "Student" residence status in Japan prior to beginning studies, and meet at least of one of the following four conditions:

- (1) Persons who have been awarded a master's degree or professional degree as defined by Japanese law, or 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 holders of a master's degree as defined by Japanese Law. (the 1989 Notification of the Ministry of Education, Science, Sports and Culture No.118)*
- (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*

* Applicants who believe they meet criteria (3), 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 to determine whether their academic ability is equal to a master's degree holder.

* Applicants who believe they meet criteria (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 to determine whether their academic ability is equal to a master's degree or professional degree holder.

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

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

Ritsumeikan University International Center at BKC
1-1-1 Noji-Higashi, Kusatsu, Shiga, Japan 525-8577
Phone: +81 (0)77-561-3946 Fax: +81 (0)77-561-3956

- * All applicants currently in school, who have not completed their degrees or studies, must meet the qualifications above by September 25, 2013 or they will not be granted admission to Ritsumeikan University.

III. Screening Method

Applicants will be screened based on submitted application documents. However, foreign language tests, written exams and interviews may also be conducted if determined to be necessary by the desired graduate school.

IV. Application Procedures

1. Application Fee

JPY 5,000

2. Documents to be submitted.

Please pay the application fee and submit the following application documents as a single package

- (1) Ritsumeikan University Application Form (University-designated Form A)
- (2) Field of Study and Study Program (University-designated form)
- (3) Copy of documentation showing objective proof of linguistic ability (e.g. TOEFL®, TOEIC®)
*Not required for applicants whose native, primary language is English or for students who graduated from an undergraduate or graduate degree program in a country where the native, primary language is English.
*Score reports must have been issued no more than 2 years before the application deadline.
- (4) Certificate of grades from most recent academic institution attended (Undergraduate or Graduate degree program)
- (5) Certificate of graduation or expected graduation from most recent academic institution attended (Undergraduate or Graduate degree program)
- (6) Copy of photo and all information pages from applicant's passport (applicants in possession of a passport at the time of application)
- (7) Copy of proof of transfer of the application fee (JPY 5,000)
- (8) PDF copy of 教育部學歷證書電子註冊備案表 (graduates of universities in China, only) or PDF copy of 教育部學籍在線驗証報告書 (students currently enrolled in university in China, only)
- (9) Request and justification for financial support.

3. Important Information Regarding Application.

- (1) All submitted documents should be printed in English on A4-sized paper by word-processing software. Documents submitted in any other language must have Japanese or English translations attached.
- (2) On all documents, you must enter your name and birth date exactly as it appears on your passport.
- (3) All application documents must be submitted together by express mail to the address listed below and arrive before the application period ends.
- (4) Submitted documents cannot be returned for any reason, even if it is determined after the application that the applicant does not meet the scholarship application eligibility criteria.
- (5) If it is determined that your application documents contain any deliberate falsifications or forgeries, your application will not pass the examination

4. Application Period: **Monday, November 5, 2012 – Monday, December 3, 2012.**

All application documents must arrive by international express mail during the application period.

5. Application Mailing Address:

Ritsumeikan University International Center at BKC
1-1-1 Noji-Higashi, Kusatsu, Shiga, Japan 525-8577
Phone: +81 (0)77-561-3946 Fax: +81 (0)77-561-3956

V. Notification of results

Friday, February 8, 2013

- * Notice of Acceptance will be sent to successful applicants to the address listed on their application forms.
* Unsuccessful applicants who are placed on the waiting list will be notified of their wait list status. In the event

that waitlisted candidates are later accepted for admission, they will be notified of their acceptance separately, by the date written on their wait list notification.

- * Candidates that are successful under this application procedure will be granted a 100% reduction to their tuition for the standard length of their degree program (2 years for Master's level, 3 years for Doctoral level)

VI. Admissions Procedures

Successful applicants will have to pay the enrollment fee of JPY 300,000 during the enrollment procedures period.

(Further detailed instructions will be provided along with the notification of acceptance.)

VII. Ritsumeikan University Special Encouragement Scholarship (Tuition Reduction Scheme) for Privately Financed International Students (Graduate Students Category I) Scheme (Information)

Successful applicants under the Special Encouragement Scholarship Admission for International Students for English-based programs and for Japanese-based programs (20 in the Master's and Integrated (5-year) Doctoral Programs and 10 in the Doctoral (3-year) Program) will be awarded a 100% reduction to tuition for the standard duration of their programs (2 years for Master's, 3 years for Doctoral, or 5 years for Integrated Doctoral).

2013 University-Recommended Monbukagakusho Scholarship Application Guidelines for Overseas International Degree-seeking Students (September 2013 Enrollment)

The following outlines Ritsumeikan University's recruiting and application procedures for 2013 University-Recommended Monbukagakusho International Student Scholarships.

I. Recruiting Graduate Schools, Majors/Courses, Program Levels, Recruiting Numbers (Graduate School of Economics, Graduate School of International Relations, Graduate School of Policy Science, Graduate School of Letters, Graduate School of Technology Management)

Graduate School	Major	Level	Enrollment Limit	Number Recruited
Economics	Economics	Master's	50	Few
		Doctoral	5	Few
International Relations	International Relations	Master's	60	Few
		Doctoral	10	Few
Policy Science	Policy Science	Master's	40	Few
		Doctoral	15	Few
Letters	General Humanities	Master's	105	Few
		Doctoral	35	Few
Technology Management	Technology Management	Master's	70	Few
		Doctoral	5	Few

* Enrollment Limit includes all application methods.

* Actual number recruited may be lower, based on number of applications and entrance examination results.

(Graduate School of Science and Engineering, Graduate School of Information Science and Engineering, Graduate School of Life Sciences)

Graduate School	Major	Course	Program	Level	Enrollment Limit	Number Recruited
Science and Engineering	Advanced Mathematics and Physics	Mathematics; Physics;	International Program for Science and Engineering	Doctoral	6	Few
	Advanced Electrical, Electronic and Computer Systems	Electrical, Electronic and Computer Systems;		Master's	180	
		-		Doctoral	8	
	Advanced Mechanical Engineering and Robotics	Mechanical Engineering; Robotics; Micro Systems Technology;		Master's	140	
		-		Doctoral	11	
	Advanced Architectural, Environmental, and Civil Engineering	Civil and Disaster Mitigation Engineering for Historic Cities; Environmental Systems and Civil Engineering; Architecture and Urban Design;		Master's	80	
		-		Doctoral	15	
	Advanced Information Science and Engineering	Computer Science; Human Information Science;	International Program for Information Science and Engineering	Master's	200	Few
		-		Doctoral	15	
Life Sciences	Advanced Life Sciences	Applied Chemistry; Biotechnology; Bioinformatics; Biomedical Sciences;	International Program for Life Sciences	Master's	150	Few
		-		Doctoral	15	

* Enrollment Limit includes all application methods.

* Actual number recruited may be lower, based on number of applications and entrance examination results.

II. Eligibility Requirements

Applicants for Master's programs must be nationals of a country that has diplomatic relations with Japan (Applicants who possess Japanese nationality at the time of application are not eligible) and 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
- (3) Persons who have completed a 15-year education program in a country outside Japan where the bachelor's degree program is a three-year degree, or who are expected to complete such a program before being enrolled; who have demonstrated exceptional academic achievement as demonstrated by course grades; and who have received individual permission to apply by Ritsumeikan's graduate schools prior to the application period (*1)
- (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 (*2)

*1 Applicants who believe they meet criteria (3), 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 to determine whether they meet the designated academic achievement standard.

*2 Applicants who believe they meet criteria (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 to determine whether their academic ability is equal to or higher than a university graduate.

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

Graduate School	Language of Instruction
Economics	English
International Relations	Japanese or English
Policy Science	Japanese or English
Letters	Japanese
Science and Engineering	English
Information Science and Engineering	Japanese or English
Life Sciences	English
Technology Management	Japanese

Applicants for Doctoral programs must be nationals of a country that has diplomatic relations with Japan (Applicants who possess Japanese nationality at the time of application are not eligible) and meet at least one of the following conditions:

- (1) Persons who have been awarded a master's degree or professional degree as defined by Japanese law, or 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 holders of a master's degree (the 1989 Notification of the Ministry of Education, Science, Sports and Culture No.118)*
- (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*

* Applicants who believe they meet criteria (3), 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 to determine whether their academic ability is equal to a master's degree holder.

* Applicants who believe they meet criteria (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 to determine whether their academic ability is equal to a master's degree or professional degree holder.

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

Graduate School	Language of Instruction
Economics	Japanese or English
International Relations	Japanese or English
Policy Science	Japanese or English

Letters	Japanese
Science and Engineering	English
Information Science and Engineering	Japanese or English
Life Sciences	English
Technology Management	Japanese or English

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

Ritsumeikan University International Center at BKC
1-1-1 Noji-Higashi, Kusatsu, Shiga, Japan 525-8577
Phone: +81 (0)77-561-3946 Fax: +81 (0)77-561-3956

- * All applicants currently in school, who have not completed their degrees or studies, must meet the qualifications above by September 25, 2013 or they will not be granted admission to Ritsumeikan University.

III. Screening Method

Applicants will be screened based on submitted application documents.

Foreign language tests, written exams and interviews may also be conducted if determined to be necessary by the desired graduate school.

- * This screening will determine admission to Ritsumeikan University's graduate schools only. If applicants are successful in this initial screening, Ritsumeikan University will recommend them to Monbukagakusho. Monbukagakusho 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

- Documents to be submitted. All application documents must be submitted together.
 - Ritsumeikan University Application Form (University-designated Form A)
 - Application for Japanese Government (Monbukagakusho:MEXT) Scholarship (Monbukagakusho-designated form)
 - Application Questionnaire (University-designated form)
 - Field of Study and Study Program (University-designated form)
 - Letter of Recommendation by the dean, or person of higher position, at the applicant's school or institution (Must be addressed to the "President of Ritsumeikan University, Japan")
 - Original certificate of grades from most recent academic institution attended (Undergraduate or Graduate degree program)
 - Original certificate of graduation or expected graduation from most recent academic institution attended (Undergraduate or Graduate degree program)
 - 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)
 - Summary of thesis written for most recent academic degree awarded
 - Copy of photo and all information pages from applicant's passport (applicants in possession of a passport at the time of application)
 - Copy of documentation showing objective proof of linguistic ability (e.g. TOEFL®, TOEIC®, "Japanese as a Foreign Language" score from the Examination for Japanese University Admission for International Students (EJU), or Japanese Language Proficiency Test)
 - Certificate of health (University-designated form, or form with identical contents)
 - Three (3) passport-quality photographs, (4.5 cm tall x 3.5 cm wide, front-facing, photos taken within 6 months of application and showing applicant from chest up – name and nationality must be entered on the reverse)
 - PDF copy of 教育部學歷證書電子注冊備案表 (graduates of universities in China, only) or PDF copy of 教育部学籍在線驗證報告書 (students currently enrolled in university in China, only)
- Important Information Regarding Application.
 - All submitted documents should be printed in English or Japanese on A4-sized paper by word-processing software. Documents submitted in any other language must have Japanese or English translations attached.
 - On all documents, you must enter your name and birth date exactly as it appears on your passport.

- (3) All application documents must be submitted together by express mail to the address listed below and arrive before the application period ends.
 - (4) Submitted documents cannot be returned for any reason, even if it is determined after the application that the applicant does not meet the scholarship application eligibility criteria.
 - (5) Documents such as thesis summaries should be concise summaries of your thesis contents
 - (6) If it is determined that your application documents contain any deliberate falsifications or forgeries, your application will not pass the examination
3. Application Period: **Monday, November 5, 2012 – Monday, December 3, 2012.**
All application documents must arrive during the application period.
Documents postmarked by the cut-off date that arrive late will not be accepted.
Applications by email, fax, or walk-in will not be accepted.
4. Application Mailing Address: Please send documents by express post (EMS, FedEx, DHL, etc.) to:
- Ritsumeikan University International Center at BKC
1-1-1 Noji-Higashi, Kusatsu, Shiga, Japan 525-8577
Phone: +81 (0)77-561-3946 Fax: +81 (0)77-561-3956

V. Notification of results

Friday, February 8, 2013

- * Applicants who pass Ritsumeikan University's screening will be sent a letter of acceptance to the address on their application form. Ritsumeikan University will also recommend their applications to Monbukagakusho at the same time.
- * Passing Ritsumeikan University's screening does not guarantee that an applicant will be granted a scholarship from Monbukagakusho.
- * Waitlisted candidates from Ritsumeikan University's primary screening will be notified of their status as well. If waitlisted candidates are later elevated to passing status, they will be informed separately, by the date specified on the waitlist notification.

VI. Admissions Procedures

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

VII. Monbukagakusho Scholarships for International Students System

- (1) This entrance examination will be conducted in accordance with the 2013 Monbukagakusho Scholarship Application Guidelines for University-recommended Overseas International Students, to be released in approximately November 2012. Successful applicants will be recommended by Ritsumeikan University to Monbukagakusho for scholarship awards.
- (2) For details on Monbukagakusho International Student Scholarships, please see the Monbukagakusho homepage.

2013 University-Recommended Monbukagakusho Scholarship Application Guidelines for Overseas International Research Students (September 2013 Enrollment)

The following outlines Ritsumeikan University's recruiting and application procedures for 2013 University-Recommended Monbukagakusho International Student Scholarships.

International Research Students are students who do not intend to acquire academic credits or a degree, but rather intend to conduct research at Ritsumeikan University's professors and receive research guidance from its professors.

I. Recruiting Graduate Schools, Major Fields, Program Levels and Recruiting Numbers

Graduate School	Major	Level	Recruited Number
Economics	Economics	Master's	Few
		Doctoral	Few
International Relations	International Relations	Master's	Few
		Doctoral	Few
Policy Science	Policy Science	Master's	Few
		Doctoral	Few
Sociology	Applied Sociology	Master's	Few
		Doctoral	Few
Letters	General Humanities	Master's	Few
		Doctoral	Few
Science for Human Services	Science for Human Services	Master's	Few
Language Education and Information Science	Language Education and Information Science	Master's	Few
Core Ethics and Frontier Sciences	Core Ethics and Frontier Sciences	Integrated Doctoral	Few
Life Sciences	Life Sciences	Master's	Few
		Doctoral	Few
Technology Management	Technology Management	Master's	Few
		Doctoral	Few

* Research Students' scholarship period will be determined by Monbukagakusho.

II. Eligibility Requirements

1. **Applicants for Master's level programs or the Integrated Doctoral level program in the Graduate School of Core Ethics and Frontier Sciences, must be nationals of a country that has diplomatic relations with Japan (Applicants who possess Japanese nationality at the time of application are not eligible) and meet at least of 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
 - (3) Persons who have completed a 15-year education program in a country outside Japan where the bachelor's degree program is a three-year degree, or who are expected to complete such a program before being enrolled; who have demonstrated exceptional academic achievement as demonstrated by course grades; and who have received individual permission to apply by Ritsumeikan's graduate schools prior to the application period (*1)
 - (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 (*2)
- *1 Applicants who believe they meet criteria (3), 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 to determine whether they meet the designated academic achievement standard.
- *2 Applicants who believe they meet criteria (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 to determine whether their academic ability is equal to or higher than a university graduate.

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

Graduate School	Language of Instruction
Economics	Japanese or English
International Relations	Japanese or English
Policy Science	Japanese or English
Sociology	Japanese
Letters	Japanese
Science for Human Services	Japanese
Language Education and Information Science	Japanese
Core Ethics and Frontier Sciences	Japanese
Life Sciences	Japanese or English
Technology Management	Japanese

2. Applicants for Doctoral level programs must be nationals of a country that has diplomatic relations with Japan (Applicants who possess Japanese nationality at the time of application are not eligible) and meet at least one of the following conditions:

- (1) Persons who have been awarded a master's degree or professional degree as defined by Japanese law, or 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 holders of a master's degree (the 1989 Notification of the Ministry of Education, Science, Sports and Culture No.118)*
- (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*

- * Applicants who believe they meet criteria (3), 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 to determine whether their academic ability is equal to a master's degree holder.
- * Applicants who believe they meet criteria (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 to determine whether their academic ability is equal to a master's degree or professional degree holder.

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

Graduate School	Language of Instruction
Economics	Japanese or English
International Relations	Japanese or English
Policy Science	Japanese or English
Sociology	Japanese
Letters	Japanese
Life Sciences	Japanese or English
Technology Management	Japanese or English

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

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Phone: +81 (0)77-561-3946 Fax: +81 (0)77-561-3956

- * All applicants currently in school, who have not completed their degrees or studies, must meet the qualifications above by September 25, 2013 or they will not be granted admission to Ritsumeikan University.
- * International Research Students in the Graduate School of Core Ethics and Frontier Sciences who wish to become regular, degree-seeking students at the conclusion of this research and meet the requirements for Doctoral research may apply for entry into the 5-year doctoral program as a third-year student.

III. Screening Method

Applicants will be screened based on submitted application documents. Foreign language tests, written exams and interviews may also be conducted if determined to be necessary by the desired graduate school.

* This screening will determine admission to Ritsumeikan University's graduate schools only. If applicants are successful in this initial screening, Ritsumeikan University will recommend them to Monbukagakusho. Monbukagakusho 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

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

- (1) Ritsumeikan University Application Form (University-designated Form A)
- (2) Application for Japanese Government (Monbukagakusho:MEXT) Scholarship (Monbukagakusho-designated form)
- (3) Application Questionnaire (University-designated form)
- (4) Field of Study and Study Program (University-designated form)
- (5) Letter of Recommendation by the dean, or person of higher position, at the applicant's school or institution (Must be addressed to the "President of Ritsumeikan University, Japan")
- (6) Original certificate of grades from most recent academic institution attended (Undergraduate or Graduate degree program)
- (7) Original certificate of graduation or expected graduation from most recent academic institution attended (Undergraduate or Graduate degree program)
- (8) Records from most recent university indicating superior academic achievement with clear indicator of outstanding performance (e.g. GPA, grades and criteria, or individual rank order)
- (9) Summary of thesis written for most recent academic degree awarded
- (10) Copy of photo and all information pages from applicant's passport (applicants in possession of a passport at the time of application)
- (11) Copy of documentation showing objective proof of linguistic ability (e.g. TOEFL®, TOEIC®, "Japanese as a Foreign Language" score from the Examination for Japanese University Admission for International Students (EJU), or Japanese Language Proficiency Test)
- (12) Certificate of health (University-designated form, or form with identical contents)
- (13) Three (3) passport-quality photographs, (4.5 cm tall x 3.5 cm wide, front-facing, photos taken within 6 months of application and showing applicant from chest up – name and nationality must be entered on the reverse)
- (14) PDF copy of 教育部學歷證書電子注冊備案表 (graduates of universities in China, only) or PDF copy of 教育部學籍在線驗証報告書 (students currently enrolled in university in China, only)

2. Important Information Regarding Application.

- (1) All submitted documents should be printed in English or Japanese on A4-sized paper by word-processing software. Documents submitted in any other language must have English or Japanese translations attached.
- (2) On all documents, you must enter your name and birth date exactly as it appears on your passport.
- (3) All application documents must be submitted together by express mail to the address listed below and arrive before the application period ends.
- (4) Submitted documents cannot be returned for any reason, even if it is determined after the application that the applicant does not meet the scholarship application eligibility criteria.
- (5) Documents such as thesis summaries should be concise summaries of your thesis contents
- (6) If it is determined that your application documents contain any deliberate falsifications or forgeries, your application will not pass the examination

3. Application Period: **Monday, November 5, 2012 – Monday, December 3, 2012.**

All application documents must arrive during the application period.
Documents postmarked by the cut-off date that arrive late will not be accepted.
Applications by email, fax, or walk-in will not be accepted.

4. Application Mailing Address: Please send documents by express post (EMS, FedEx, DHL, etc.) to:

Ritsumeikan University International Center at BKC

1-1-1 Noji-Higashi, Kusatsu, Shiga, Japan 525-8577
Phone: +81 (0)77-561-3946 Fax: +81 (0)77-561-3956

V. Notification of results:

Primary Screening: Friday, February 8, 2013

Final Notification of Results: Mid-July, 2013

- * Applicants who pass Ritsumeikan University's primary screening will be sent a conditional letter of acceptance to the address on their application form. Ritsumeikan University will also recommend their applications to Monbukagakusho at the same time.
- * Ritsumeikan University-recommended applicants who pass Monbukagakusho's final screening will be informed of their results and receive a final notification of acceptance from Ritsumeikan University by mail.
- * Applicants who do not pass Monbukagakusho's final screening will be informed of their results, but will not be accepted for studies at Ritsumeikan University.
- * Waitlisted candidates from Ritsumeikan University's primary screening will be notified of their status as well. If substitute candidates are required, an appropriate number will be selected from the waitlisted candidates and informed separately, by the date specified on the waitlist notification.

VI. Admissions Procedures

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

VII. Monbukagakusho Scholarships for International Students System

- (1) This entrance examination will be conducted in accordance with the 2013 Monbukagakusho Scholarship Application Guidelines for University-recommended Overseas International Students, to be released in approximately November 2012. Successful applicants will be recommended by Ritsumeikan University to Monbukagakusho for scholarship awards.
- (2) For details on Monbukagakusho International Student Scholarships, please see the Monbukagakusho homepage.
- (3) International Research Students who wish to become regular, degree-seeking students must meet the standards for entrance into the degree-seeking program and display superior academic achievement as indicated by grades achieved in order to pass Monbukagakusho's strict evaluation to extend their scholarship to cover their degree-seeking program. Even if applicants meet the requirements for entry, there is no guarantee that they will be permitted to progress from International Research Students to degree-seeking students.