

## 2020 University Recommended Monbukagakusho Scholarship Application Guidelines for Overseas International Degree-seeking Students (September 2020 Enrollment)

The following outlines Ritsumeikan University's recruiting and application procedures for 2020 University Recommended Monbukagakusho International Student Scholarships.

### **I. Applicable Graduate Schools, Majors/Courses, Recruiting Numbers**

Graduate School	Major	Course	Level	Enrollment Limit	Number Recruited
Information Science and Engineering	Advanced Information Science and Engineering	Computer Science; Human Information Science;	Master's	200	6
		-	Doctoral	15	1

\*Enrollment Limit includes all application methods.

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

### **II. Eligibility Requirements**

#### **1. Master's Programs**

**Applicants for Master's programs must meet the application requirements and conditions for Overseas International Degree-seeking Students as defined by the Monbukagakusho in their university recommended scholarship guidelines, and must 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 (\*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 (5 years or more for those who would enroll in a Doctoral program in the fields of medicine, dentistry, pharmacy, or veterinary medicine) 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 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 English language abilities to understand course materials at their desired graduate school.**

#### **2. Doctoral Programs**

**Applicants for Doctoral programs must meet the application requirements and conditions for Overseas International Degree-seeking Students as defined by the Monbukagakusho in their university recommended scholarship guidelines, and must meet at least of 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 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 (\*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 their academic ability is equal to or greater than a master's degree holder.

\*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 a master's degree or professional degree holder.

**In addition to the requirements above, applicants must have English language abilities 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 Team  
 1-1-1 Noji-Higashi, Kusatsu, Shiga, Japan 525-8577  
 Phone: +81 (0)77-561-3946 Fax: +81 (0)77-561-3956

- (2) Applicants who pass the admissions screening under the condition of "expecting" a degree award in order to meet the eligibility requirements for enrollment but who ultimately do not receive the expected degree by September 25, 2020, the day before enrollment, will not be permitted to enroll.

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

### **III. Screening Method**

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

\* This screening will determine admission to Ritsumeikan University's graduate schools. Ritsumeikan University will also recommend applicants who pass this screening to the Monbukagakusho for scholarship. The Monbukagakusho 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 Application Sheet (University designated form)
- (2) Application for Japanese Government (Monbukagakusho:MEXT) Scholarship (Monbukagakusho designated form)
- (3) Application Questionnaire (University designated form)
- (4) Field of Study and Study Program (Monbukagakusho designated form)
- (5) Letter of Recommendation by the dean, or a person of equivalent or higher position, at the applicant's school or institution (Must be addressed to the "President of Ritsumeikan University, Japan")
- (6) Official certificate of grades from most recent academic institution attended (Undergraduate or Graduate degree program)

\*MUST state number of credits and the year/period of credit acquisition for each course undertaken.

\*MUST include, or be accompanied by a certificate that shows a clear explanation of all possible levels used in grade evaluation (i.e. A, B, C, D, Fail, etc...).

- (7) Official certificate of graduation or expected graduation or of program completion or expected program completion from most recent academic institution attended (Undergraduate or Graduate degree program)
- (8) (Optional) Records from most recent university indicating superior academic achievement with clear indicator of outstanding performance (e.g. GPA, grades and criteria, or individual rank order)
- (9) Abstract of thesis written for most recent academic degree awarded, etc...  
 \*The abstract MUST be a concise summary (i.e. 1 page maximum) of your most recently written thesis, or of your graduation project or a term paper, etc... if you did not write a thesis.
- (10) Copy of passport page containing the applicant's name and date of birth or a copy of your family register or residence certificate, etc. (applicants in possession of a passport must submit the passport page copy)
- (11) Copy of documentation showing objective proof of level of English language ability
  - Ⓢ 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® LISTENING AND READING TEST, TOEFL iBT® TEST, or IELTS™. Copies are acceptable).  
 If you cannot submit a score from any of the above tests but can submit a test score from another internationally recognized English language test on which you earned scores equivalent to or higher than CEFR B2 level for each individual section and for the total score, please submit that original, official score certificate along with the official test score scale and score conversion chart showing the conversion to either the CEFR levels or to the levels of one of the three tests mentioned above.  
 \*Test must have been taken in the two-year period preceding the application deadline to be acceptable.
  - Ⓣ Applicants who cannot submit a score certificate fulfilling the criteria of Ⓢ, 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.
  - Ⓤ Applicants who cannot submit a certificate fulfilling the criteria of either Ⓢ or Ⓣ 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 Ⓤ may be asked to participate in an online interview(s).
- (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 showing applicant from chest up, with name and nationality written on the reverse)
- (14) PDF copy of 教育部學歷證書電子註冊備案表 (Graduates of Chinese Universities, only) or PDF copy of 教育部學籍在線驗證報告(Current Students at Chinese Universities, only) (\*Students who attended or are attending universities in Taiwan, Hong Kong or Macau need not submit these forms.)  
 \*These forms must be submitted in English. Forms submitted in Chinese will not be accepted.

## 2. Important Information Regarding Application.

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

## 3. Application Period:

**Wednesday, November 13, 2019 – Wednesday, January 8, 2020**

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, Admissions Team

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

Wednesday, February 19, 2020

- \* Applicants who pass Ritsumeikan University's screening will be sent a letter of acceptance to the address on their Ritsumeikan University Graduate Application Sheet. Ritsumeikan University will also recommend these successful applicants to the Monbukagakusho for scholarship.
- \* Passing Ritsumeikan University's screening does not guarantee that an applicant will be granted a scholarship from the 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 separately informed of the change 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 2020 Monbukagakusho Scholarship Application Guidelines for University Recommended Overseas International Students, to be finalized around December 2019. Successful applicants will be recommended by Ritsumeikan University to the Monbukagakusho for scholarship awards.
- (2) For details on Monbukagakusho International Student Scholarships, please see the Monbukagakusho homepage.

Nothing follows.