



Ritsu-Mate Registration Manual (for Graduate School Applicants)

- Ritsumeikan University has introduced an Online Application System in which applicants complete a part of the Graduate School application process.
- This Online Application System is called “Ritsu-Mate”.
- This manual shows you how to use “Ritsu-Mate”. Please be sure to read it when using “Ritsu-Mate”.

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For STEP 5 when applying to the RJ method(Japanese only), refer to the Application guidelines (RJ method), not this manual.



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Register "Ritsu-Mate" Account

Complete "Ritsu-Mate" Registration

Register Application

1. Register Application

2. Register International Student Information

(*Only for applicants who do not have Japanese nationality)

Pay Application Fee

Print Application Sheet / Mailing Label

Mail Application Documents

Print Examination Sheet / Check notifications

Screening / Examination / Interview

Confirm Examination Result

<For Reference> Check Application Information>

Introduction

<1> Before start using "Ritsu-Mate"



Check Internet Environment

Prepare devices with internet connection such as computers, tablets, and smartphones.

▼ Browsers

There may be cases where some devices don't work correctly under the recommended environment as below.

(Windows) Microsoft Edge, Google Chrome, Mozilla Firefox

(MacOS) Safari 10 or latest

(iOS10 or latest) Apple Safari

(Android 7.0 or latest) Google Chrome

▼ Other necessary software requirements

To confirm the application documents in PDF format, Adobe Acrobat Reader (Free) by Adobe Systems Inc. is required.

Printing Environment

To print the Application Sheet, Examination Sheet, and Mailing Label, you need to secure a place for printing. In case there is no printer at home, make sure that you can print at convenience store, etc.

email Address

To register "Ritsu-Mate", an email address is required. It is used as an ID for log-in.

Please use an email

address which is most frequently used without any possibilities of changes or deletion during the whole application process. Also, please check the email setting to make sure that messages from "@st.ritsumeai.ac.jp" can be received if domain setting is currently on.

Payment Method of Application Fee

Credit Card, Convenience Store, PayPal, Alipay are available. Each method requires a handling charge, and has the limitations and procedures. Please check "(3) Application fee" of "1: How to Apply / Application Process" in "Application Guidelines (For all Graduate Schools)" in advance, and then select the payment method.

Prepare Information to enter in "Ritsu-Mate"

In "Ritsu-Mate", applicants are required to enter several information such as applying school, program, major, course as well as personal and Parent's/Guardian's mailing, academic backgrounds (Name of institutions, colleges).

Check the manual beforehand for what to enter in "Ritsu-Mate", and prepare necessary information before starting the application. **Please note that "Ritsu-Mate" does not have a saving function, and the system will be automatically logout if there is no screen transition for 90 minutes.**

In case the screen froze etc. during operation

Logout at once, close all the screens and log in again.

How to access "Ritsu-Mate"

"Ritsu-Mate" URL : <http://www.ritsumeai.ac.jp/applicants/>

The URL is available in the "Ritsumeikan University Graduate School Entrance Examination Information Website".

<How to reach "Ritsu-Mate" from the University top page>

"Ritsumeikan University Web page" → "Admissions & Aid" → "Master's", "Doctoral" →

"Information for Graduates" → "Ritsumeikan University Graduate School Entrance Examination Information Website" → "Ritsu-Mate"

Introduction

<2> First-time users Login screen

- First time users:
Click on the "Create Account" while leaving the "Account" and "Password" empty.
- Users with an existing account:
Enter the email address you have registered as "Account" and the password you have registered as "Password".

The screenshot shows the Ritsu-Mate Login interface. At the top left is the Ritsumeikan University logo and name in Japanese and English. At the top right is a language selector set to 'JAPANESE'. Below the header is the 'Ritsu-Mate Login' title. The main form contains two input fields: 'Account *' and 'Password *'. Below the form are three buttons: 'Login', 'Create Account', and 'Reset Password'. Four callout boxes provide instructions: 1. '[Account]': Enter the email address you have registered as "Account" (for users with an existing account). 2. '[English]': You can switch from Japanese to English by clicking on "English" in the top right-hand corner of the screen. 3. '[Reset Password]': Click on the "Reset Password" if you have forgotten your password, and follow the procedures to reissue your password. 4. '[Create Account]': Click on the "Create Account" if you are a first time user.

[Account]
Enter the email address you have registered as "Account"
(for users with an existing account).

[English]
You can switch from Japanese to English by clicking on
"English" in the top right-hand corner of the screen.

[Reset Password]
Click on the "Reset Password" if you have forgotten your
password, and follow the procedures to reissue your password.

[Create Account]
Click on the "Create Account" if you are a first time user.

立命館大学 Ritsumeikan University

JAPANESE

Ritsu-Mate Login

Account *

Password *

Login Create Account Reset Password

For those who don't have a Ritsu-Mate account, click "Create Account" button to register.
If you forget your password, click Reset Password.

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Introduction

<3> Explanation on Screen Display

立命館大学 Ritsumeikan University

Account : EXP1000052
Name : Ritsu Mate
2017-01-26T11:27:46.815901 [ADH91FD] [OT]

[Ritsu-Mate My Page] > [Application Details Registration]

Confirmation of User Policy | Semester Of Enrollment | College | Department | Major/Course | Admission Method and Date of Examination

Application Fee | Personal Information | Information of High School | Questionnaire | Confirmation of Registration Information | Completed

Application Fee

Your Application fee as well as transaction fee to be paid and the payment deadline are listed below.

Application Fee	5000
Payment Deadline	03/31/17

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- ① You can consult the manual during registration by clicking on "Manual" in the top right-hand corner.
- ② Be sure to click on "Logout" in the top right-hand corner once you have finished entering your information.
- ③ The current status is displayed after you log in.
- ④ The current status is displayed after each entry item is selected or registered.
- ⑤ Click on the relevant blue button at the bottom of each screen to go forward or back from the current screen. Alternatively, you can click on the link to display the previous screen in the upper area of the screen (③).

<4> Notes

1. Session timeout

You will be automatically logged out after 90 minutes of inactivity.

2. Changing registered information

Once you click on "Register", your information cannot be changed anymore. If you need to modify your application, take the following procedures. **Please do not register again.**

(1) Items which are shown on your Application Sheet

1) Year of Enrollment, Semester of Enrollment and Graduate School which you apply for

... Cannot be corrected. In case you have registered wrong details, contact the administrative office of graduate school which you applied for.

2) Other than 1)

... Correct the printed Application Sheet by handwriting (in red).

(2) Items which are not shown on your Application Sheet (Education Information, International Student Information, etc.)

... Clarify the details to be corrected and contact the administrative office of graduate school which you applied for.

3. Suspension of "Ritsu-Mate" service

Periodic maintenance will be performed from 7:30 p.m. on every Wednesday to 5:30 a.m. (Japan time) of the following day.

Please be aware that "Ritsu-Mate" is not available during this period.

STEP 1 Register "Ritsu-Mate" Account

Procedure 1 Login Screen

Click on "Create Account" while leaving "Account" and "Password" empty.

立命館大学 Ritsumeikan University

JAPANESE

Ritsu-Mate Login

Account *

Password *

[English]
You can switch from Japanese to English by clicking on "English" in the top right-hand corner of the screen.

Login Create Account Reset Password


For those who don't have a Ritsu-Mate account, click "Create Account" button to register.
If you forget your password, click Reset Password.

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STEP 1 Register "Ritsu-Mate" Account

Procedure 2 Confirmation of "Terms of Use"

Read the Terms of Use in full, select "I agree", and click on "Next >".

 立命館大学 Ritsumeikan University

Account :
Name :
[ADC20FA] [OT]

[Create account]

Confirmation of User Policy Create account Completed

Terms of Use

Please read the Terms of Use below, tick box if you agree, and click Next.

Ritsu-Mate User Policy

If you have read this user policy and agree with its contents, enter a check mark for "I agree with the user policy" and select "Next."

- Purpose
 - This user policy defines the conditions applied to the users and The Ritsumeikan Trust (hereinafter called "the University") with regards to the use of Ritsu-Mate (hereinafter called "this service").
- Applicants for use
 - The application for registration must always be by the student to sit the examination or by a guardian of that student.
- Establishment as a user
 - The registration as a user of this service shall be established when correct information has been registered following the method specified by the University.
 - After the registration of a user, it shall be possible to change the details registered.
- Definition of personal information
 - The personal information referred to in this user policy is information related to living individual persons and information from which it is possible to identify a specific individual using the name, date of birth or other details contained in the information (including information when it is easily possible to perform a comparison with other data and doing so makes it possible to identify a specific individual).
- Handling of personal information
 - The personal information that is registered for this service will be strictly handled in accordance with the basic policy of The Ritsumeikan Trust regarding personal information protection.
- Purpose of use of personal information
 - The personal information registered for this service will be used by the University for the purposes listed below and will not be used for any other purpose.
 - (1) To send documents such as pamphlets and guidance on the University or graduate schools
 - (2) To send notifications on matters such as University and graduate school information sessions and entrance consultation sessions or open campus events
 - (3) To respond to inquiries regarding the use of this service
 - (4) To implement questionnaires
 - (5) For investigations, statistics and analysis related to the use of this service
 - (6) For the maintenance of the system
- Period of validity of registration
 - Accounts will be deleted if there is no access for three years from the final login date.

I agree I do not agree

Close Next >

STEP 1 Register "Ritsu-Mate" Account

Procedure 3 Account Registration

Enter your email address, and click on "Submit".

- **The email address entered will be used as your Account to log in.** Register an email address that you are unlikely to modify or delete, and that you can easily check on a daily basis.

*Please register the email address that you can continue to use from Application to Admission Prosedure completion. (You cannot change your registered email address after your application is completed.)

*You need to set to receive emails from "@st.ritsumei.ac.jp" in advance. If you do not have any email address, you need to obtain a free email address.

The screenshot shows the Ritsumeikan University account registration interface. At the top left is the university logo and name. On the right, there is an account information box showing 'Account : Name : [ADC20FB] [OT]'. Below this is a progress bar with three steps: 'Confirmation of User Policy', 'Create account', and 'Completed'. The 'Create account' step is currently active. The main heading is 'Create Account'. Below the heading, there is a message: 'To create a new account, you need an email address. Please enter your email address.' This is followed by a red asterisk indicating a required field. There are two input fields: 'Login Email Address *' and 'Confirm Email Address *', both containing the email address '@gst.ritsumei.ac.jp'. Below the input fields is a section titled 'About registration' with instructions: 'Enter your email address and click Submit. We will send you a registration email. Use the link in the email to complete registration procedures. *If you are using an email filter, set [ritsumei.ac.jp] as an allowed domain.' At the bottom of the form, there are two buttons: '< Back' and 'Submit'. The 'Submit' button is highlighted with a red box.

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Once you have completed the registration, click on "Close", and close the screen completely.

An email will be sent to your registered email address. Complete the next step (STEP 2) within 24 hours.

STEP 2 Complete "Ritsu-Mate" Registration

Procedure 1 email Confirmation

The University will send an email about your "Ritsu-Mate Registration" to your registered email address.

Click on the URL indicated in the email to proceed to the registration screen.

email subject:

立命館大学「Ritsu-Mateメンバー」登録申請受付メール／Registration for the "Ritsu-Mate Member" of Ritsumeikan University



【In case the email from the University to complete your "Ritsu-Mate" registration has not arrived】

Please check the following:

- 1) The message could have arrived in another folder such as spam/junk email folder.
- 2) Messages from the domain, "@st.ritsumei.ac.jp" are blocked due to your email account setting.
- 3) Your mailbox is full.
- 4) The email address you registered with "Ritsu-Mate" was incorrect.

If you checked 1) through 4) above, and found anything wrong with your account or the email address you registered, re-register for "Ritsu-Mate Member," or register for "Ritsu-Mate Member" with another email address.

STEP 2 Complete "Ritsu-Mate" Registration

Procedure 2 "Ritsu-Mate" Main Registration

You can choose Japanese or English in entering your information. And then click on "入力内容確認へ進む / Confirm".

The screenshot shows the Ritsu-Mate registration page for Ritsumeikan University. At the top, there is a navigation bar with the university logo and name, and a user account section. Below this is a progress indicator with three steps: '登録 / Register' (highlighted in red), '登録内容確認 / Registration Information', and '完了 / Completion'. The main heading is 'Ritsu-Mate登録 / Registration'. Below the heading, there are instructions in Japanese and English. The form itself is split into two sections: '登録 (日本語) / Register (Japanese)' and '登録 (英語) / Register (English)'. The English section is currently active. Fields include: 'ログイン用パスワード (登録用)' (Login Password for registration), 'ログイン用パスワード (確認用)' (Login Password for confirmation), '氏名' (Name), '受験区分' (Undergraduate/Graduate), '入学年度' (Year of Enrollment), '入学時期' (Semester of Enrollment), '国籍' (Nationality), and '居住国' (Country of Residence). A '確認用パスワード' (Confirmation Password) field is also present. At the bottom, a red-bordered button labeled '入力内容確認へ進む / Confirm >' is highlighted.

立命館大学 Ritsumeikan University

Account :
Name :
[ADC30F0] [PR]

登録 / Register

登録内容確認 / Registration Information

完了 / Completion

Ritsu-Mate登録 / Registration

以下の情報を入力してください。
登録 (日本語) もしくは登録 (英語) のいずれかに入力してください。

Please complete the form below.
Please input in one of the register (Japanese) or the register (English).

登録 (日本語) / Register (Japanese)

ログイン用パスワード (登録用)

ログイン用パスワード (確認用)

氏名

受験区分

入学年度

入学時期

国籍

居住国

登録 (英語) / Register (English)

Login Password

Confirm Password

Name RITSUMEI Tarou

Undergraduate/Graduate Graduate Scho

Year of Enrollment 2021

Semester of Enrollment April

Nationality United States of America

Country of Residence United States of America

入力内容確認へ進む / Confirm >

[Login Password]

Your password must be composed of 6 to 8 half-width alphanumeric characters. **The first character must be an alphabet.** Both uppercase and lowercase can be used. Be careful not to forget your password.

[Undergraduate/Graduate]

Select "Graduate School Admission Examination".

[Year of Enrollment and Semester of Enrollment]

Select an academic year and a term you are scheduled to enroll. You do not take a procedure of reapply even if you change it.

[Nationality]

If you have multiple citizenships and one of them is Japan, please select Japan as your nationality.

If you have multiple citizenships and none of them is Japan, select the nationality of the passport that you use when entering Japan as your nationality.

[Country of Residence]

Enter the country where you live at the time of application.

STEP 2 Complete "Ritsu-Mate" Registration

Procedure 3 Confirmation of Registration Information

Confirm the information you have entered, and click on the "登録 / Register" if there are no errors.

If you find parts to be corrected, please return to the previous screen by clicking "前に戻る / Back".

立命館大学 Ritsumeikan University Account :
Name :
[ADC30C0] [PR]

[Ritsu-Mate新規登録 / New Register]

登録 / Register ▶ 登録内容確認 / Registration Information ▶ 完了 / Completion

Ritsu-Mate登録確認 / Registration Information

以下の登録内容をご確認ください。
間違いがあれば、【前に戻る】ボタンを押して登録画面で修正してください。

Please check all the information you entered is correct.
If necessary, go back to the previous page and correct the information.

登録 (日本語) / Register (Japanese)

ログイン用パスワード (登録用)

ログイン用パスワード (確認用)

氏名

受験区分

入学年度

入学時期

国籍

居住国

登録 (英語) / Register (English)

Login Password

Confirm Password

Name RITSUMEI Tarou

Undergraduate/Graduate Graduate School Admission Examination

Year of Enrollment 2021

Semester of Enrollment April

Nationality United States of America

Country of Residence United States of America

< 前に戻る / Back 登録 / Register

[登録 / Register]


Note: Once you click on "登録 / Register", your information cannot be changed anymore.

STEP 2 Complete "Ritsu-Mate" Registration

Procedure 4 Completion of "Ritsu-Mate" Registration

The following screen is displayed upon completion of the registration.

Once you have completed the registration, click on "閉じる / Close" and close the screen completely.



The screenshot shows the Ritsu-Mate registration completion page. At the top left is the Ritsumeikan University logo and name. At the top right, the account name is displayed as [ABC30R0] [OT]. Below the header, there is a navigation bar with three buttons: "登録 / Register", "登録内容確認 / Registration Information", and "完了 / Completion". The "完了 / Completion" button is highlighted in red. The main heading reads "Ritsu-Mate登録完了 / Completion of Ritsu-Mate Registration". The page contains Japanese text: "Ritsu-Mateのご登録ありがとうございました。登録手続きが完了いたしました。" and "ご登録いただいたメールアドレス宛にログインページのURLを送付いたしましたので、そちらからログインをお願いいたします。" Below this is the English translation: "Thank you for your registration. The procedure is completed. The confirmation email is sent to the email address you registered. Please use the link to login." At the bottom left, there is a blue button labeled "閉じる / Close" which is highlighted with a red box. At the bottom right, there is a copyright notice: "(c) Ritsumeikan Trust. All rights reserved."

Before moving onto the Procedure 5 Confirmation of the email from the University, **make sure to close all the screens or tabs.**



STEP 2 Complete "Ritsu-Mate" Registration

Procedure 5 Confirmation of the email from the University

The University will send an email about "Completion of Your Registration" to your registered email address.
Click on the URL indicated in the email to proceed to the login screen.

email subject:

Ritsu-Mate登録完了メール/Completion of your registration for the "Ritsu-Mate Member" of Ritsumeikan University

Ritsu-Mate登録完了メール/Completion of your registration for the "Ritsu-Mate Member" of Ritsumeikan University



The screenshot shows an email interface. At the top, the sender is identified as 'RISING4GシステムカイバツテストADユーザ179(r4tad179)' with a contact icon. The subject line is 'Ritsu-Mate登録完了メール/Completion of your registration for the "Ritsu-Mate Member" of Ritsumeikan University'. The main body of the email contains the following text:

Ritsu Mate 様
この度、Ritsu-Mateに会員登録いただき誠にありがとうございます。会員登録が完了しましたので、ご連絡させていただきます。

[http://test-ritsumeij/test/***](http://test-ritsumeij/test/*****)**
ご登録いただいたメールアドレスとパスワードで以下のURLからログインしてください。

<http://172.17.226.44:19081/applicants/login.html>

※クリックしても画面が開かないときは、上記URLをコピーしてブラウザで開いてください。

【ご注意】
※このメールは、立命館大学「Ritsu-Mateメンバー」に登録された方にお送りしています。
内容にお心当たりがない場合には、当メールを破棄していただきますようお願いいたします。
※本メールについてご不明な点等ございましたら、下記メールアドレスにご連絡ください。
学部入試：ru-iadm@st.ritsumeij.ac.jp
大学院入試：ru-gs-ad@st.ritsumeij.ac.jp
※本メールに返信いただいても回答はできませんのであらかじめご了承ください。

[http://test-ritsumeij/test/***](http://test-ritsumeij/test/*****)**
Dear Ritsu Mate,
Thank you for joining the Ritsu-Mate Member. Your registration has been successfully completed.

▼Log-in Information
With your registered e-mail address and password, please log in from the URL below.

<http://172.17.226.44:19081/applicants/login.html>

* If the URL does not work, please copy the URL and open the link in a browser.

NOTE:
1. This e-mail is sent to everyone who registered as the "Ritsu-Mate Member" of Ritsumeikan University. Please delete this e-mail if you didn't register.
2. If you have any inquiries regarding this e-mail, please contact us at the e-mail address below.
Undergraduate Admission : ru-iadm@st.ritsumeij.ac.jp
Graduate Admission : ru-gs-ad@st.ritsumeij.ac.jp
3. Your reply to this e-mail will not be answered. Thank you for your understanding.

STEP 2 Complete "Ritsu-Mate" Registration

Procedure 6 Confirmation of "Ritsu-Mate" top page

Enter the email address as an "Account" and the password you had registered as a "Password", and then click on the "Login".

JAPANESE

立命館大学 Ritsumeikan University

Ritsu-Mate Login

Account * s@gs.ritsumeik.ac.jp

Password * ●●●●●●●●

For those who don't have a Ritsu-Mate account, click "Create Account" button to register.
If you forget your password, click Reset Password.

Login Create Account Reset Password

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After you log in, "Ritsu-Mate" top page will be displayed.

【If you cannot login】 Please check the following points;

- Entered all characters, including @.
- Entered using half-width characters.
- Not containing space, etc.

STEP 3-1 Register Application

Procedure 1 Start Application Registration

The application registration can be made from 10:00 AM (Japan time) of the first day of the application period of the Graduate School/Examination method. Any application cannot be made outside the specified period.

JAPANESE | Manual | Logout

立命館大学 Ritsumeikan University

Account : EXP1015418
Name: RITSUMEI Taro
2020-10-29T16:26:23 227649 [ADK10A0] [PR]

[Ritsu-Mate My Page]

RITSUMEI Taro's Page

MESSAGE

< Go to message box... >

MENU

■ Admission *Registration is only open 1st day of application period, 10AM (JST).

Register Application Information for Undergraduate Schools

Register Application Information for Graduate Schools

■ Inquiry

Inquiry for Admission

LINK

RITSUMEIKAN UNIVERSITY HP

International admissions for English-medium undergraduate programs

Admissions to Graduate Schools

Startup Guide to New Students

Welcome events for freshmen by senior students(undergraduate) (Japanese Only)

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Note: Changing registered information

Once you click on "Register", your information cannot be changed any more. If you need to modify your application, take the following procedures. **Please do not register again.**

- (1) Items which are shown on your Application Sheet
 - 1) Year of Enrollment, Semester of Enrollment and Graduate School which you apply for
... Cannot be corrected. In case you have registered wrong details, contact the administrative office of graduate school which you applied for.
 - 2) Other than 1)
... Correct the printed Application Sheet by handwriting (in red).
- (2) Items which are not shown on your Application Sheet (Education Information, International Student Information, etc.)
... Clarify the details to be corrected, and contact the administrative office of graduate school which you applied for.

STEP 3-1 Register Application

Procedure 2 Confirmation of "Terms and Conditions and Use of Personal Information"

Read the Terms and Conditions and Use of Personal Information in full, select "I agree," and click on "Next >".



Please read the Terms of Use below, tick box if you agree, and click Next.

User Policy

(Purpose)

- This user policy determines the conditions related to the use of Internet applications (hereinafter called "this service") between the person applying to place an application (hereinafter called "the applicant") and The Ritsumeikan Trust (hereinafter called "the University").

(Applicant for this service)

- The application for this service must always be by the student to sit the examination or by a guardian of that student.

(Notes regarding the establishment of the application)

- To make an application, it is necessary to complete the payment of the entrance examination fee and the sending of the application documents within the application period.
- The application is established when the applicant has used this service and registered accurate application information and when, within the application period, the applicant has paid the entrance examination fee with a payment method specified by this service and the documents necessary for the application have been accepted by the University.
- An application cannot be accepted if the applicant does not provide the University with the information and documents necessary for an application.
- If applications are made simultaneously (with a single application receipt number) for examination dates that have different application periods, then the earlier of the deadlines for the applications will apply.
- It is not possible to change the details of the information after pressing the confirmation button for the application registration.
- It is not possible to change the details of the application after the application is established.

as materials for investigations and research for future entrance examinations. The personal information of persons wishing to advance to the university. It will not be published.

* Basic policy of The Ritsumeikan Trust regarding personal information protection

User Policy I agree I do not agree

Back Next >

- (1) Purpose of use
- (2) The implementation of the entrance examination (Application processing, sending of examination admission ticket, etc.) and the selection process
- (3) Notification and announcement of the examination results
- (4) The sending of various questionnaires/investigations after the entrance examination
- (5) The sending of entrance procedure documents to successful applicants
- (6) The sending of successful applicants of guidance on life after university entrance (Choosing residential, accident insurance and scholarship)
- (7) The transfer to the personal information on the student to be used by the university after entrance to the university (for persons who have transferred to other universities or graduate schools)
- (8) Management of personal information
- (9) The outsourcing of work related to personal information
- (10) Statistical documents regarding the entrance examination
- (11) The personal information obtained from the student in all the above examinations will be supplied to various statistical processing and items used as materials for investigations and research for future entrance examinations and it will also be used for the purpose of revealing information to persons wishing to advance to the university. It will not be possible to identify individuals from the statistical materials that are published.

* Basic policy of The Ritsumeikan Trust regarding personal information protection

User Policy I agree I do not agree

Back Next >

STEP 3-1 Register Application

Procedure 3 Semester of Enrollment Selection

Select a semester of enrollment.

Note: Only the semesters that you can apply on the day when you log in are displayed.

The screenshot shows the Ritsumeikan University application registration interface. At the top, there is a navigation bar with 'Manual' and 'Logout' links. Below this, the university logo and name '立命館大学 Ritsumeikan University' are displayed on the left, and account information 'Account : EXP1000052', 'Name : Ritsu Mate', and '2018-07-25T11:36:28.713228 [ADH10FB] [IT]' is shown on the right. A breadcrumb trail indicates the current page is '[Ritsu-Mate My Page] > [Application Details Registration]'. A progress bar below the breadcrumb shows various steps: 'Confirmation of User Policy', 'Semester of Enrollment' (highlighted in red), 'Graduate School', 'Degree Program', 'Major/Course', 'Course', 'Examination Date And Method', 'Application Fee', 'Personal Information', 'Education Information', 'Questionnaire', and 'Confirmation of Registration Information'. A 'Completed' box is also present. The main heading is 'Semester of Enrollment'. Below this, a message states: 'Please select a Semester of Enrollment. The application registration can be made from 10:00 AM (Japan Standard Time) of the first day the application period.' Three blue buttons are displayed: '2018 April', '2018 September', and '2019 April'. At the bottom left, there is a '< Back' button.

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STEP 3-1 Register Application

Procedure 4 Graduate School Selection

Select a graduate school from the list below.

Note: Only the graduate schools that you can apply at the time you log in are displayed.

The screenshot shows the Ritsumeikan University application portal. At the top, there is a navigation bar with 'JAPANESE | Manual | Logout' and user information: 'Account : EXP1015418', 'Name: RITSUMEI Taro', and a timestamp '2020-10-29T16:26:23.227649 [ADK10A0] [PR]'. Below this is the university logo and name '立命館大学 Ritsumeikan University'. A breadcrumb trail shows the current step: '[Ritsui-Mate My Page] > [Application Details Registration]'. A progress bar indicates the following steps: 'Confirmation of User Policy', 'Semester Of Enrollment', 'Graduate School' (highlighted in red), 'Degree Program', 'Major/Course', 'Course', 'Examination Date And Method', 'Application Fee', 'Personal Information', 'Education Information', 'Questionnaire', and 'Confirmation of Registration Information'. A 'Completed' box is shown below the progress bar. The main heading is 'Graduate School'. Below the heading, there is a prompt: 'Please select a graduate school.' and a note: 'The application registration can be made from 10:00 AM (Japan Standard Time) of the first day the application period.' A list of 13 blue buttons represents the available graduate schools for selection.

立命館大学 Ritsumeikan University

JAPANESE | Manual | Logout

Account : EXP1015418
Name: RITSUMEI Taro
2020-10-29T16:26:23.227649 [ADK10A0] [PR]

[Ritsui-Mate My Page] > [Application Details Registration]

Confirmation of User Policy | Semester Of Enrollment | **Graduate School** | Degree Program | Major/Course | Course | Examination Date And Method | Application Fee | Personal Information | Education Information | Questionnaire | Confirmation of Registration Information

Completed

Graduate School

Please select a graduate school.

The application registration can be made from 10:00 AM (Japan Standard Time) of the first day the application period.

- Graduate School of Law
- Graduate School of Economics
- Graduate School of Business Administration
- Graduate School of Sociology
- Graduate School of International Relations
- Graduate School of Policy Science
- Graduate School of Letters
- Graduate School of Science for Human Services
- Graduate School of Science and Engineering
- Graduate School of Core Ethics and Frontier Sciences
- Graduate School of Language Education & Information Science
- School of Law Juris Doctor Program
- Graduate School of Technology Management

STEP 3-1 Register Application

Procedure 5 Program Selection

Select Master's or Doctoral program.

Note: Only the graduate school programs that you can apply on the you log in are displayed.

The screenshot shows the Ritsumeikan University application registration interface. At the top, there is a header with the university logo and name, and a user account summary. Below the header is a navigation menu with the following items: Confirmation of User Policy, Semester Of Enrollment, Graduate School, Degree Program (highlighted), Major/Course, Course, Examination Date And Method, Application Fee, Personal Information, Education Information, Questionnaire, and Confirmation of Registration Information. Below the navigation menu is a 'Completed' button. The main content area is titled 'Degree Program' and contains the following text: 'Please select a degree program. The application registration can be made from 10:00 AM (Japan Standard Time) of the first day the application period.' Below this text are two blue buttons: 'Master's program' and 'Doctoral program'. At the bottom left, there is a '< Back' button.

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STEP 3-1 Register Application

Procedure 6 Major / Course Selection

Select a major, and click on "Next >".

立命館大学 Ritsumeikan University

Manual | Logout

Account : EXP1000052
Name : Ritsu Mate
2018-07-25T11:37:42.917505 [ADH10FE] [IT]

[Ritsu-Mate My Page] > [Application Details Registration]

Confirmation of User Policy ▶ Semester Of Enrollment ▶ Graduate School ▶ Degree Program ▶ **Major/Course** ▶ Course ▶

Examination Date And Method ▶ Application Fee ▶ Personal Information ▶ Education Information ▶ Questionnaire ▶ Confirmation of Registration Information ▶

Completed

Major

Please select a major / course.

The application registration can be made from 10:00 AM (Japan Standard Time) of the first day the application period.

* Required field

Major *

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STEP 3-1 Register Application

Procedure 7 Course Selection

Select a course, and click on "Next >".

The screenshot shows the Ritsumeikan University application registration interface. At the top right, there are links for 'JAPANESE', 'Manual', and 'Logout'. The user's account information is displayed as 'Account : EXP1015418', 'Name: RITSUMEI Taro', and '2020-10-29T16:26:23.227649 [ADK10A0] [PR]'. The navigation menu includes 'Ritsumeikan University' and 'Ritsumeikan University'. The main navigation bar shows a progress bar with steps: 'Confirmation of User Policy', 'Semester Of Enrollment', 'Graduate School', 'Degree Program', 'Major/Course', 'Course', 'Examination Date And Method', 'Application Fee', 'Personal Information', 'Education Information', 'Questionnaire', and 'Confirmation of Registration Information'. The 'Course' step is currently selected and highlighted in red. Below the progress bar, there is a 'Completed' section. The main content area is titled 'Course' and contains the following text: 'Please select a course. (Course name is different based on Course, Program, Unit etc.) If only "*" appears in the selection, please select "*".' Below this text, there is a note: 'The application registration can be made from 10:00 AM (Japan Standard Time) of the first day the application period.' There is a legend for '* Required field'. The form includes a 'Major' dropdown menu with the selected value 'Major in Teaching Profession and Educational Practices' and a 'Course' dropdown menu with a red asterisk indicating it is a required field. At the bottom of the form, there are two buttons: '< Back' and 'Next >', with the 'Next >' button highlighted by a red box.

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STEP 3-1 Register Application

Procedure 8 Select Examination Date and Method

Read the Application Guidelines thoroughly, and click on one of the examination date and admission method you apply.

Regarding the Admission Method of documents screening only, or the Admission Method of which examination date is not fixed at the time the application period starts, the results notification date is indicated instead of the examination date.

The screenshot shows the Ritsumeikan University application portal. At the top right, there are links for 'Manual' and 'Logout', and user information: 'Account : EXP1000052', 'Name : Ritsu Mate', and a session ID '2018-07-25T11:38:09.334052 [ADH10FG] [IT]'. The main navigation bar includes 'Ritsumeikan University' and 'Ritsumeikan University'. Below this, there is a breadcrumb trail: '[Ritsu-Mate My Page] > [Application Details Registration]'. A horizontal menu shows various application steps: 'Confirmation of User Policy', 'Semester Of Enrollment', 'Graduate School', 'Degree Program', 'Major/Course', 'Course', 'Examination Date And Method' (highlighted in red), 'Application Fee', 'Personal Information', 'Education Information', 'Questionnaire', and 'Confirmation of Registration Information'. Below the menu, a 'Completed' status is shown. The main heading is 'Examination Date and Method'.

Please select an examination date and method.

For admission methods of documents screening only, result notification date is shown in the column "Exam.Date".

The application registration can be made from 10:00 AM (Japan Standard Time) of the first day the application period.

- 09/15/18 Regular Admissions(April Enrollment)
- 09/15/18 In-University Advancement Admissions (April Enrollment)
- 09/15/18 International Student Admissions (April Enrollment)
- 09/15/18 Adult Learners Admissions (Regular) (April Enrollment)
- 09/15/18 Adult Learners Admissions (Applicants with academic credentials) (April)

STEP 3-1 Register Application

Procedure 9 Application Fee Confirmation

Confirm the deadline for the payment of the Application Fee, and click on the "Next >".

Note: Besides the displayed Application Fee, a transaction fee is also charged.

The screenshot shows the Ritsumeikan University application portal. At the top right, there are links for 'Manual' and 'Logout'. The user's account information is displayed as 'Account : EXP1000052', 'Name : Ritsu Mate', and '2017-01-25T13:45:29.514971 [ADH10FH] [OT]'. The navigation menu includes 'Ritsumeikan University' and 'Ritsumeikan University'. The main navigation bar shows the current step: '[Ritsu-Mate My Page] > [Application Details Registration]'. Below this, a series of steps are listed: 'Confirmation of User Policy', 'Semester Of Enrollment', 'Graduate School', 'Degree Program', 'Major/Course', 'Course', 'Examination Date And Method', 'Application Fee' (highlighted in red), 'Personal Information', 'Education Information', 'Questionnaire', and 'Confirmation of Registration Information'. A 'Completed' status is shown for the first step. The 'Application Fees' section is titled 'Application Fees' and contains the text: 'Your Application fee as well as transaction fee to be paid and the payment deadline are listed below.' Below this text, two data boxes are shown: 'Application Fee' with the value '35000' and 'Payment Deadline' with the value '03/31/17'. At the bottom of the section, there are two buttons: '< Back' and 'Next >', with the 'Next >' button highlighted by a red box.

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<Points to note for those who do not need to pay Application Fee>

The Application Fee may be displayed for system processing reasons even you do not need to pay it.
There is no need to actually pay it.

To confirm whether you NEED to or you do NOT NEED to pay the Application Fee, check "(3) Application fee" of "1 : How to Apply / Application Process" in "[Application Guidelines \(For all Graduate Schools\)](#)".

STEP 3-1 Register Application

Procedure 10 Personal Details Registration

Fill in all the fields below, and click on "Next>".

[Example]

[Name]

For details on how to enter your name, check "2: Points to Note when Applying for Admission" in the "[Application Guidelines \(For all Graduate Schools\)](#)".

<Applicants with Japanese citizenship>

Please enter your name on the family register (written in the official family registry (戸籍, koseki) or Certificate of Residence (住民票, juminhyo).

<Applicants with non-Japanese citizenship but who have a Student Visa (including who are expected to get)>

- Please enter your name written on the Certificate of Residence or Passport in Western alphabet

- **Even if you use Chinese characters in your own country, do not use Chinese characters.**

- 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). Example: RITSUMEI Taro Saionji

<Applicants with non-Japanese citizenship and who have other residential status (such as Special Permanent Resident, Permanent Resident etc.)>

Please enter your name or alias recorded on the Certificate of Residence or substitute for it such as Passport or Residence Card.

[Name (Katakana)]

Enter your name in Katakana in the "Name (Katakana)".

• If you selected Japanese nationality during the registration in STEP 2, **this field must be filled with Katakana though the red asterisk is not indicated**

• Those who don't have Japanese nationality need to enter their names in Katakana or please leave the blank in this field.

[Date of Birth]

Enter your date of birth directly into the field.

E.g.: 1990/04/01

[Application Fee]

Select "Required."

Only those who do not need to pay it, please select "Non-Required".

※Regarding the qualification for exemption from the application fee, please check "1: How to Apply / Application Process" in the "[Application Guidelines \(For all Graduate Schools\)](#)".

[Address]

If you click a magnifying glass icon next to Postal Code, the search screen appears.

If you input your Postal Code directly in the search screen and search, then the address only in Japan will be inputted automatically.



<Overseas Address>

Postal Code: Enter "999-9999."

Prefecture: Enter "Other than those above."

Address 1 to 3:

- The maximum number of characters you can use to enter information for any of these fields is 40.

- Please include your country name.

- **Enter your information using alphabets even for countries or regions where Chinese characters are used.**

E.g.: 10 Xisanhuan Beilu,
Haidian District,
Beijing, China

<Sending the result notification to an address different from the one entered>

Enter the alternate name and address in the "Notes (Ex. Another Address)" box at the bottom of the "Application Sheet" printed in "Printing the Application Sheet" in STEP 5.

[Telephone Number]

Be sure to enter a telephone number that can be used to get in touch with you as it will be necessary to contact you about the application. Either a "Home Telephone Number" or a "Mobile Telephone Number" must be entered. Insert hyphens between the numbers.

[Parent/Guardian's Telephone Number]

Either "Home Telephone Number" or "Mobile Telephone Number" must be entered for the Parent/Guardian's information.

STEP 3-1 Register Application

Procedure 11 Eligibility Details Registration

Enter all the necessary information, and click on "Confirm >".

[How to fill in each Eligibility Details, and examples of Academic Standing and Graduation]

- *Eligibility Details except "Degree" must be entered.
- *Education Information before entering university need not be entered (but need to be entered only for those whose educational background is high school)
- *If you have graduated from several universities/schools, please enter the educational background which is related to the eligibilities to apply.

Example1: You are now a 4th year student of university and apply for Master's Program.
Fill in the part ① about the university which you are expected to graduate.
Academic Standing: University Graduate, Status: Expected to graduate

Example2: You have already graduated from a university and apply for Master's Program.
Fill in the part ① about the university which you have already graduated.
Academic Standing: University Graduate, Status: Eligible to graduate

Example3: You are now a 2nd year master student and apply for Doctoral Program.
Fill in the part ① about the university which you have already graduated.
Academic Standing: University Graduate, Status: Eligible to graduate
Fill in the part ② about the graduate school which you are expected to have completed.
Academic Standing: Completed a Master's Program, Status: Thesis under evaluation

Example4: You are now a 3rd year student of Ritsumeikan University and apply for Master Program with Admissions for Accelerated Learners (Grade skippers).
Fill in the part ① about the university which you are now enrolled in.
Academic Standing: Completed a 3 Years of University Study, Status: Expected to receive credit
*(Estimated)Graduation Date: Enter the expected year/month you will be expected to finish your 3rd year

Example5: You have already graduated from a university and completed a Master's Program,
in addition you have graduated from vocational schools etc.
Fill in the part ① about the university which you are expected to graduate.
Academic Standing: University Graduate, Status: Eligible to graduate
Fill in the part ② about the graduate university which you have already completed.
Academic Standing: Completed a Master's Program, Status: Received qualification
Fill in the part③ about the vocational school which you have graduated.
*University code can be left as blank.
Academic Standing: Other, Status: Eligible to graduate

Example6: You are now a 5th or 6th semester in Accelerated program and apply for Master's Program.
Fill in the part ① about the university which you are expected to graduate.
Academic Standing : Completed a 3 Years of University Study, Status: Expected to graduate

[Those Who Gained Eligibility to Enter a Graduate School by the Individual Preliminary Screening]

- *On entering Eligibility Details, all parts except "Degree" must be filled in.

Enter your educational background in ①.

Example: If your educational background is high school
Academic Standing: 3-Year Senior High School Graduate , Status: Eligible to graduate
University Code: Blank
University: Enter the name of high school which you have graduated
College/Department: College(Course/Program) of high school which you have graduated
(Estimated) Graduation Date: The year/month you passed the Individual Preliminary Screening

Enter the items below in the part of Other academic background
Academic Standing: Other , Status: Expected to receive qualification
University/Graduate School Name:9998
University/Graduate School Name, College and Department/Major and Degree :
Enter "入学資格弾力化対象" or "Nyugakushikakudanyokuka".
(Estimated) Graduation Date: The year/month you passed the Individual Preliminary Screening

[University Code]
Click on the magnifying glass button, enter the university name, and search.
Search is done by a partial match.

[Our University Codes]
Ritsumeikan University: 2200
Ritsumeikan Asia Pacific University: 2480

[Overseas universities]
Do not use the magnifying glass button search function.
University Code: Enter "9200" directly into the field.
University: Enter the university name directly into the field.

[Magnifying Glass Function]
- Search the University Code by "Prefecture" or "University" name.
- Please do not select a university which has (IB) in front of the University Code.
- A country code cannot be used.

[Degree]
This is not a required field. The name of the degree is often indicated on the graduation certificate and other similar documents. However, this field can be left blank if you are not sure about the name of your degree.

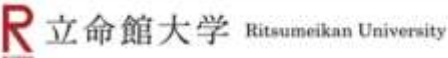
[Student ID Number]
Be sure to enter your Student ID Number if you have graduated from or currently enrolled in Ritsumeikan University (except a hyphen) .

STEP 3-1 Register Application

Procedure 12 Questionnaire (Optional)

Put a check mark next to all applicable items, and click on "Confirm >".
Your answer to this inquiry has no impact on your examination result.

JAPANESE | Manual | Logout



Account : EXP1015418
Name:RITSUMEI Tarc
2020-10-29T16:26:23.227649 [ADK10A0] [PR]

[Ritsu-Make My Page] > [Application Details Registration]

Confirmation of User Policy

Semester Of Enrollment

Graduate School

Degree Program

Major/Course

Course

Examination Date And Method

Application Fee

Personal Information

Education Information

Questionnaire

Confirmation of Registration Information

Completed

Inquiry(Optional)

Please tick any box that applies to the reason why you chose this graduate school.
(Multiple answers allowed)
NOTE: This questionnaire is for the purpose of future student recruitment and has no effects on your screening result.

1. What motivated you to think of going to "Ritsumeikan University Graduate School" when you compared to other University?
(Multiple answers are allowed)

Graduated from Ritsumeikan Univ. Recommended by Professors at a university I attended (Ritsumeikan)

Recommended by Professors at a university I attended (other than Ritsumeikan)

Recommended by teachers at a Japanese school/ professional school I attended

Recommended by family/ bosses/ seniors/ friends Recommended at work

High name recognition Ritsumeikan Univ. was ranked in World University Ranking such as THE, QS etc.

Professor, who would like to learn from

Ritsumeikan Univ. Graduate Schools offer the area of research I wanted to conduct

Fairs for international students or admission guidance at a Japanese School Admission guidance of Ritsumeikan Univ.

Admission guidance or event of individual graduate school Graduate school week

Saw advertisements (Guidebook of Ritsumeikan Graduate School/website/informative magazines etc.)

Tuition and fees Other

2. The reason you considered applying or applied Graduate Schools at other universities.*Please select the choices which you think the other university is superior to Ritsumeikan. (Multiple answers are allowed)

Research continuity Research achievements Research environment (facilities/ equipment)

Research guidance method Academic advisors Curriculum (educational contents)

Tuition and fees Scholarships and grants

Location of the campus/ accessibility Name recognition Career-path support

Employment results Acquirable skills/certificates

I didn't consider applying or applied to other universities

< Back

Confirm >

STEP 3-1 Register Application

Procedure 13 Confirmation of Application Registration Details

Confirm the information you have entered, and click on "Register >".

JAPANESE | Manual | Logout

立命館大学 Ritsumeikan University

Account: RXP2015418
Name: RITSUMEI Taro
2020-10-28T16:26:23.227649 [ADK1040] [FR]

Confirmation of User Policy | Semester of Enrollment | Graduate School | Degree Program | Major/Course | Course | Examination Date and Method | Application Fee | Personal Information | Education Information | Questionnaire | Confirmation of Registration Information

Completed

Application Details

If you need to modify the input data after confirming, click "Back".
Once you click on "Register", your information cannot be changed anymore.

User Policy: I agree

Semester of Enrollment: 2021 April

Graduate School: Graduate School of International Relations

Degree Program: Master's program

Major: Major in International Relations

Course:

Examination Date and Method: 12/02/20 Regular Admissions (Document Screening for Japanese Based Program) (April)

Omission

High name recognition Ritsumeikan Univ. was ranked in World University Ranking such as THE, QS etc.

Professor, who would like to learn from

Ritsumeikan Univ. Graduate Schools offer the area of research I wanted to conduct

Fairs for international students or admission guidance at a Japanese School Admission guidance of Ritsumeikan Univ.

Admission guidance or event of individual graduate school Graduate school week

Saw advertisements (Guidebook of Ritsumeikan Graduate School/website/Informative magazines etc.)

Tuition and fees Other

2. The reason you considered applying or applied Graduate Schools at other universities. *Please select the choices which you think the other university is superior to Ritsumeikan. (Multiple answers are allowed)

Research continuity Research achievements Research environment (facilities/ equipment)

Research guidance method Academic advisors Curriculum (educational contents)

Tuition and fees Scholarships and grants

Location of the campus/ accessibility Name recognition Career-path support

Employment results Acquirable skills/certificates

I didn't consider applying or applying to other universities

< Back Register

NOTE: Once you click on "Register", your information cannot be changed any more. Please confirm the information you have entered carefully before registration.

Click on "< Back" to return to the previous screen if you need to make any corrections/changes.

Note: Once you click on "Register", your information cannot be changed any more. If you need to modify your application, take the following procedures. **Please do not register again.**

(1) Items which are shown on your Application Sheet

1) Year of Enrollment, Semester of Enrollment and Graduate School which you apply for

... Cannot be corrected. In case you have registered wrong details, contact the administrative office of graduate school which you applied for.

2) Other than 1)

... Correct the printed Application Sheet by handwriting (in red).

(2) Items which are not shown on your Application Sheet (Education Information, International Student Information, etc.)

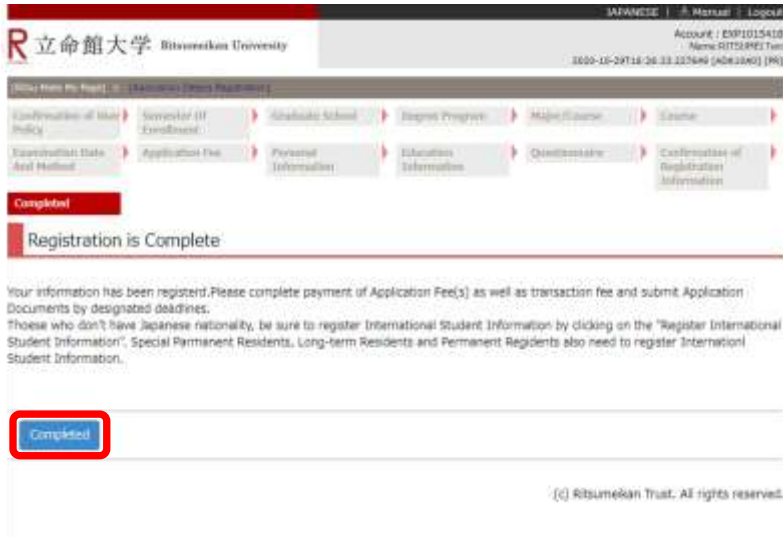
... Clarify the details to be corrected and contact the administrative office of graduate school which you have applied for.

STEP 3-1 Register Application

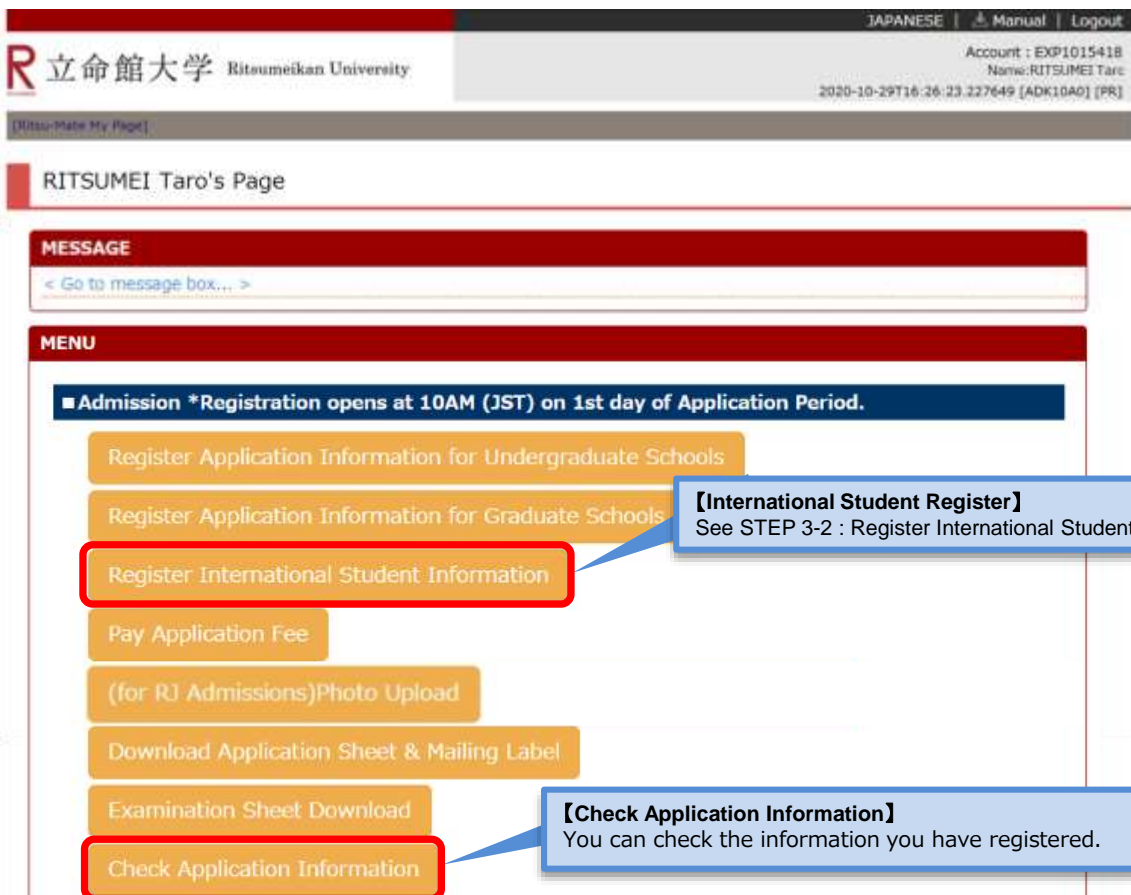
Procedure 14 Completion of Application Registration Details

Confirm that the following screen is displayed, and click on "Completed".

- Applicants who do not have Japanese nationality... Move to STEP3-2 “International Student Register”
- Applicants who have Japanese nationality ... Move to STEP4 “Pay Application Fee”



The top page will be displayed.



Procedure 1 Start International Student Information Registration

Be sure to register if you don't have Japanese nationality (Those who are Special Permanent Resident, Long-term Resident and Permanent Resident also need to register).

Click on the "Register International Student Information" button.

The screenshot displays the user interface of the Ritsumeikan University international student registration system. At the top, there is a navigation bar with 'JAPANESE | Manual | Logout' and a user account summary: 'Account : EXP1015418', 'Name: RITSUMEI Taro', and '2020-10-29T16:26:23.227649 [ADK10A0] [PR]'. The main header identifies the user as 'RITSUMEI Taro's Page'. Below this is a 'MESSAGE' section with a link to 'Go to message box...'. The 'MENU' section is divided into several categories: 'Admission *Registration opens at 10AM (JST) on 1st day of Application Period.', 'Examination Result', 'Online Enrollment Procedure', and 'Inquiry'. Under the 'Admission' category, there are seven buttons: 'Register Application Information for Undergraduate Schools', 'Register Application Information for Graduate Schools', 'Register International Student Information' (highlighted with a red border), '(for RJ Admissions)Photo Upload', 'Download Application Sheet & Mailing Label', 'Examination Sheet Download', and 'Check Application Information'.

JAPANESE | Manual | Logout

立命館大学 Ritsumeikan University

Account : EXP1015418
Name: RITSUMEI Taro
2020-10-29T16:26:23.227649 [ADK10A0] [PR]

[Ritsu-Mate My Page]

RITSUMEI Taro's Page

MESSAGE

< Go to message box... >

MENU

■ Admission *Registration opens at 10AM (JST) on 1st day of Application Period.

Register Application Information for Undergraduate Schools

Register Application Information for Graduate Schools

Register International Student Information

(for RJ Admissions)Photo Upload

Download Application Sheet & Mailing Label

Examination Sheet Download

Check Application Information

■ Examination Result

Examination Result

■ Online Enrollment Procedure


Online Enrollment Procedure

■ Inquiry

Inquiry for Admission

Procedure 2 Examination Selection

Confirm the application information you have registered during the Application Registration step, and click on "Reg."



立命館大学 Ritsumeikan University

JAPANESE | Manual | Logout

Account : EXP1015418
Name:RITSUMEI Tarc
2020-10-29T16:26:23.227649 [ADK10A0] [PR]

[Ritsui-Mode My Page] > [International Student Information Registration]

Select Application

Please select an application to register your international student information.
*For admission methods which do not implement written examinations, result notification date is shown in the column 'Examination Date'.

(Total 2 Item(s))

	Registration Number	Application Start Date	Application End Date	Year and Semester of Enrollment	College/Graduate School	Degree program	Department/Major	Major/Course	Examination date	Admission Method
Reg	02111101318	07/29/20	08/19/20	2021 April	Graduate School of Sociology	Master's program	Major in Applied Sociology	*	09/12/20	International Student Admissions (April Enrollment)

[Back](#)

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In case your application information is not displayed logout and login again.

STEP 3-2

Register International Student Information (*Only for applicants who do not have Japanese nationality)

Procedure 3 Register International Student Information

Fill in all the fields below, and click on "Confirm >".

The screenshot shows the registration form for international students at Ritsumeikan University. The form is titled "International Student Information" and includes a progress bar with three steps: "New Registration", "Confirmation of Registration Information", and "Completed". The form fields are as follows:

- Name (Alphabet):** RITSUMEI Taro
- 1st Nationality:** United Kingdom of Great Britain and Northern Ireland
- 2nd Nationality:** (Blank)
- Resident Status:** International student
- Resident Status:** student
- Expiry Date:** 2021/03/31
- Financial Aid:** MEXT Scholarship, Privately financed
- (Scheduled) Date of Arrival:** 2021/03/01
- Past Experience with Japanese Government (Monbukagakusho) Scholarships:** Exist, Not-Exist
- Study Abroad Period:** FROM 2020/01/01, TO 2021/03/31
- University:** Ritsumeikan University
- Japanese Language School Code:** 099
- Japanese Language School Name:** RITSUMEIKAN UNIVERSITY Japanese Language School
- Enrollment Date:** 2020/04
- Graduation Date:** 2021/01

At the bottom of the form, there are two buttons: "Abort" and "Confirm >". The "Confirm >" button is highlighted with a red box.

[Name]

Name in roman alphabet as indicated on the Certificate of Residence or passport. Applicants from countries or regions where **Chinese characters are used should NOT enter their names in Chinese characters.**
E.g.: RITSUMEI Hanako

Read "2. Points to note when Applying for Admission" in "[Application Guidelines \(For all Graduate Schools\)](#)" carefully and enter your name.

[Resident Status]

If you have a status of residence in Japan:

Enter your Resident Status as well as the Expiry Date.

If you do not have a status of residence in Japan:

Choose "Unqualified" from the drop-down list, and leave the Expiry Date field blank.

※ This field can be left blank if you are Special Permanent Resident.

[Financial Aid]

"MEXT Scholarship" refers to the **Ministry of Education, Culture, Sports, Science and Technology's "Monbukagakusho Scholarships"**. Select "MEXT Scholarship" if it applies to you. If it does not apply to you, select "Privately financed."

[(Scheduled) Date of Arrival]

This field can be left blank if you are not sure of your scheduled date of arrival.

[Past Experience with Japanese Government (Monbukagakusho) Scholarships]

This item refers to the Ministry of Education, Culture, Sports, Science and Technology's "Monbukagakusho Scholarships".

In case the screen does not move to the next page even you click "Confirm >",
logout at once and login again.

Procedure 4 Confirmation of International Student Information Registration

Confirm the information you have entered, and click on "Register" if there are no errors.
If you find parts to be corrected, please return to the previous screen by clicking "Back".

JAPANESE | Manual | Logout

R 立命館大学 Ritsumeikan University Account : EXP1015418
Name: RITSUMEI Taro
2020-10-29T16:26:23.227649 [ADK10AD] [PR]

[Home-My Page] > [International Student Information Registration]

New Registration > **Confirmation of Registration Information** > Completed

International Student Information Confirmation

Please check that the information you entered is correct and click Register.

International Student Information

Name (Alphabet) RITSUMEI Taro

1st Nationality United Kingdom of Great Britain and Northern Ireland

2nd Nationality

Resident Status International student

Resident Status student

Expiry Date 2021/03/31

Financial Aid Privately financed

(Scheduled) Date of Arrival 2021/03/01

Scholarship Information

Past Experience with Japanese Government (Monbukagakusho) Scholarships. Not-Exist

Study Abroad Period: FROM

Study Abroad Period: TO

University

Japanese language Organization before your enrollment

Japanese Language School Code 099

Japanese Language School Name RITSUMEIKAN BKC Japanese Language School

Enrollment Date 2020/04

Graduation Date 2021/01

NOTE: Once you click on "Register", your information cannot be changed any more. Please confirm the information you have entered carefully before registration.
*Please do not register again.

< Back Register

Procedure 5 Completion of International Student Information Registration

Confirm that the following screen is displayed, and click on "Completed".

The screenshot shows the Ritsumeikan University website interface. At the top, there is a header with the university logo and name in Japanese and English, and user account information. Below the header, a navigation bar shows the current page as 'International Student Information Registration'. A progress indicator shows three steps: 'New Registration', 'Confirmation of Registration Information', and 'Completed' (highlighted in red). The main content area displays 'Registration is Complete' and a message: 'Your international student information has been registered. If you need to complete other procedures, please go to Ritsu-Mate My Page.' A red-bordered button labeled 'Completed' is visible at the bottom left of the main content area. The footer contains the copyright notice '(c) Ritsumeikan Trust. All rights reserved.'

The top page will be displayed.

The screenshot shows the Ritsumeikan University website interface for a user named RITSUMEI Taro. The header includes the university logo and name, and user account information. Below the header, the page title is 'RITSUMEI Taro's Page'. A 'MESSAGE' section contains a link '< Go to message box... >'. A 'MENU' section features a blue banner with the text '■ Admission *Registration opens at 10AM (JST) on 1st day of Application Period.' Below the banner, there is a list of menu items: 'Register Application Information for Undergraduate Schools', 'Register Application Information for Graduate Schools', 'Register International Student Information', 'Pay Application Fee', '(for RJ Admissions)Photo Upload', 'Download Application Sheet & Mailing Label', 'Examination Sheet Download', and 'Check Application Information'.

STEP 4 Pay Application Fee

Procedure 1 Application Fee Payment

This step is unnecessary for those who do not need to pay the Application Fee.
Please move to “STEP5 Print Application Sheet and Mailing Label”.

The screenshot shows the user interface of the Ritsumeikan University application portal. At the top, there is a header with the university's name in Japanese and English, and navigation links for 'JAPANESE', 'Manual', and 'Logout'. Below the header, the user's account information is displayed: 'Account : EXP1015418', 'Name: RITSUMEI Tarc', and a session ID '2020-10-29T16:26:23.227649 [ADK10A0] [PR]'. The main content area is titled 'RITSUMEI Taro's Page' and contains a 'MESSAGE' section with a link to the message box. Below that is a 'MENU' section with a blue notification bar stating 'Admission *Registration opens at 10AM (JST) on 1st day of Application Period.' The menu items are: 'Register Application Information for Undergraduate Schools', 'Register Application Information for Graduate Schools', 'Register International Student Information', 'Pay Application Fee' (highlighted with a red border), '(for RJ Admissions)Photo Upload', 'Download Application Sheet & Mailing Label', 'Examination Sheet Download', and 'Check Application Information'.

* "Pay Application Fee" button will be appeared only application period.

STEP 4 Pay Application Fee

Procedure 2 Payment Status Confirmation

Click on "Unpaid" next to the Examination Method you are applying for.
(After the payment is completed, "Status of Payment" will be displayed as "Complete.")

JAPANESE | Manual | Logout

R 立命館大学 Ritsumeikan University

Account : EXP1015418
Name:RITSUMEI Tarc
2020-10-29T16:26:23.227649 [ADK10A0] [PR]

[Ritsu-Mate My Page] > [Payment Status of Application Fee]

Payment Status of Application Fee

The payment status for Entrance Examination Method you are applying for is as follows.

"Unpaid" : You have not completed the payment.

For making payment, please proceed to the next page from "Unpaid" link.

*For updating the status, please click on "Reload."

*The time and date are Japan Standard Time.

*For admission methods which do not implement written examinations, result notification date is shown in the column 'Examination Date'.

Reload

(Total 1 item (s))

Status of Payment	Registration Number	College/Graduate School	Admission Method	Examination date	Application Fee(JPY)	Commission Paid(JPY)	Due Date & Time for Payment	Payment Date & Time	Method of Payment
Unpaid	0211101318	Graduate School of Sociology	International Student Admissions (April Enrollment)	2020/09/12	35000	500	2020/08/19 23:59:59		

Back

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STEP 4 Pay Application Fee

Procedure 3 Confirmation of Entrance Examination

A separate window will open, and "Confirmation of Entrance Examination" screen is displayed. Confirm the displayed information, and click on "Next".

JAPANESE | Manual | Logout

立命館大学 Ritsumeikan University

Account : EXP101541B
Name:RITSUMEI Tarc
2020-10-29T16:26:23.227649 [ADK10A0] [PR]

Confirmation of Entrance Examination

Entrance Examination Method you have applied for is as follows.
Please click "Next" if no correction is needed

College/Graduate School	Graduate School of International Relations
Admission Method	Regular Admissions (Document Screening for Japanese Based Program) (April)
Exam. Date	2020/12/02
Application Fee	35000
Commission paid(JPY)	500
Due Date & Time for Payment	2020/10/21 23:59:59

Close **Next >**

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In case the screen does not move to the next page even you click "Confirm >", logout at once and login again.

STEP 4 Pay Application Fee

Procedure 4 Start Application Fee Payment

Click on "Make Payment".

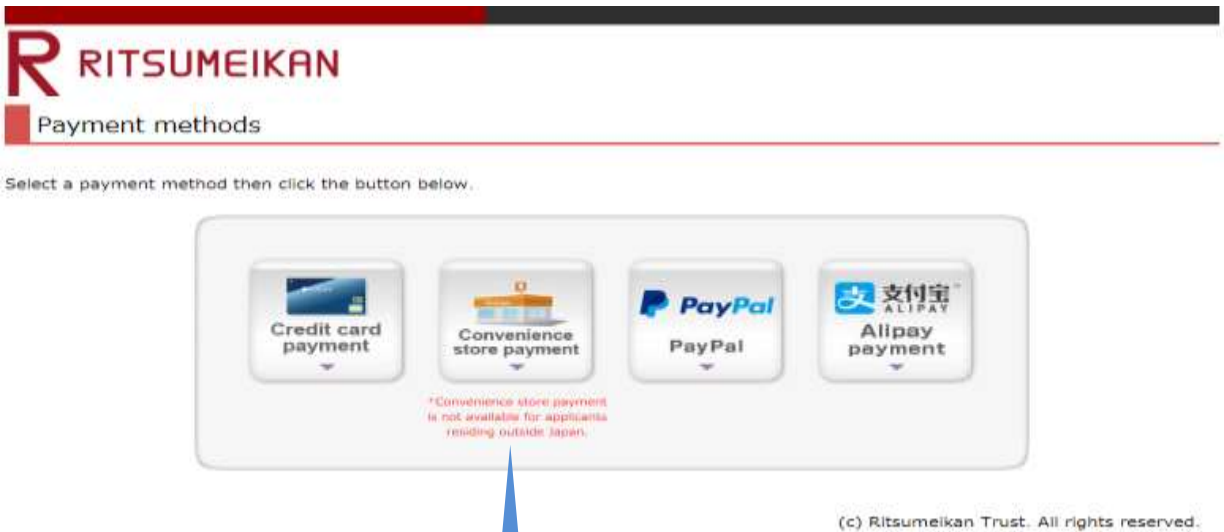
The screenshot shows the top navigation bar with 'JAPANESE | Manual | Logout'. The main header features the Ritsumeikan University logo and name. Below this, a grey box contains account information: 'Account : EXP1015418', 'Name:RITSUMEI Tarc', and a timestamp '2020-10-29T16:26:23.227649 [ADK10AQ] [PR]'. A pink banner with a red border reads 'Payment Processing'. Below the banner, instructions are provided: 'Please click "Make Payment" in order to complete the payment. If you choose "Convenience store payment", the number necessary for payment will be displayed on the screen, Please take down the number or print out the screen. Note : The payment systems in convenience stores are only available in Japanese.' A blue 'Make Payment' button is highlighted with a red rectangular box.

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STEP 4 Pay Application Fee

Procedure 5 Payment Method Selection

Select a payment method by clicking on one of the following four options.



[Convenience Store Payment]

The payment systems in convenience stores are available only in Japanese.

- | | |
|----------------------------|------------------------|
| -Credit card payment | Go to Procedures (6)-1 |
| -Convenience store payment | Go to Procedures (6)-2 |
| -PayPal payment | Go to Procedures (6)-3 |
| -Alipay payment | Go to Procedures (6)-4 |

If you are making a payment from overseas and cannot use any of the four options above, you can make an overseas remittance at a financial institution. Read the [“Application Guidelines \(For all Graduate Schools\)”](#) for more information about overseas remittance option.

STEP 4 Pay Application Fee

Procedures 6-1 Credit card payment

Credit Card

Select "Credit card payment" as the payment method in Procedures (5).
Enter your credit card information, and click on "Next >".



Please fill out the required information below.

Credit card number (omit "-")

Credit card expiration date mm / yyyy

Security Code Please enter your Security Code.

What is a Security Code?
The Security Code is the last three digits in the signature area on the back of the credit card.
(If the number is 1234 567, the Security Code is 567.)

In some cases, a four-digit number printed on the front side of the credit card, above the main credit card number, is the Security Code.
If you have any questions, please contact your credit card company.

Accepted credit cards:
JCB, MasterCard, VISA, American Express



[Note]
If you click on "Cancel", you will need to wait for about 30 minutes before you can try again. After 30 minutes, start again from Procedures 2.

STEP 4 Pay Application Fee

Procedures 6-1 Payment Information Confirmation

Credit Card

Confirm the payment information, and click on the "Confirm >".



R RITSUMEIKAN

Information regarding your payment

The details of your payment are shown below.
If the information is correct, please click the "Confirm" button.

Purpose	検定料 / Application Fee
Fee amount	¥35,500

< Back Cancel **Confirm >**

[Payment Amount]
The total amount, including the transaction fee, is displayed.

[Note]
If you click on "Cancel", you will need to wait for about 30 minutes before you can try again. After 30 minutes, start again from Procedures 2.

STEP 4 Pay Application Fee

Procedures 6-1 Payment Completion

Credit Card

Confirm the information displayed on the screen below, and click on "Next >".



Payment confirmation

Your payment has been successfully completed.
Thank you.

Next >

(c) Rits

Once payment has been confirmed, click on "Close" to close the screen completely.



Payment completed

Your payment has been successfully completed.

Close

STEP 4 Pay Application Fee

Procedures 6-1 Payment Status Confirmation

Credit Card

Click on "Reload" on the "Payment Status of Application Fee" screen. Once "Status of Payment" and "Method of Payment" are displayed as "Complete" and "Credit Card Payment" respectively, the payment procedures are completed.



立命館大学 Ritsumeikan University

Account : EXP1000052
Name : Ritsui Mate
2017-01-26T15:52:18.482413 [ADHE0L0] [OT]

[Ritsui-Mate My Page] > [Payment Status of Application Fee]

Payment Status of Application Fee

The payment status for Entrance Examination Method you are applying for is as follows.
"Unpaid" : You have not completed the payment.
For making payment, please proceed to the next page from "Unpaid" link.
* For updating the status, please click on "Reload."
* The time and date are Japan Standard Time.
* For admission methods which do not implement written examinations, result notification date is shown in the column 'Examination Date'.

[Reload](#)

Status of Payment	Registration Number	College/Graduate School	Admission Method	Examination date	Application Fee(JPY)	Commission Paid(JPY)	Due Date & Time for Payment	Payment Date & Time	Method of Payment
Complete	20210000000	Graduate School of Law	Regular Admissions	2017/02/01	35000	500	2017/03/31 23:59:59	2017/01/01 14:50:49	Credit Card Payment

STEP 4 Pay Application Fee

Procedures 6-2 Convenience store payment

Convenience store

Select “Convenience store payment (コンビニでのお支払い)” as the payment method in Procedure 5.

Note: This payment method cannot be used by applicants living overseas. “Convenience Store Payment” can only be made at convenience stores located in Japan.

In addition, the payment systems in convenience stores are available only in Japanese.

It may be different from the actual screen or message.

Enter your name, email address and phone number and select the convenient store you will use, then click “Pay>”.



氏名・eメールアドレス・電話番号を入力し、お支払いになるコンビニを選択してください。

氏名
※姓で入力

立命 花子

email
xxx@xxx.xxx.xx

email(確認用)
xxx@xxx.xxx.xx

電話番号
xxxxxxxxxx

◆お支払いになるコンビニを選択してください◆

- ローソン LAWSON
- ファミリーマート FamilyMart
- ミニストップ
- デイリーヤマザキ
- セブンイレブン
- セイコーマート Seicomart

Enter your name in Chinese characters.
(For International Students, enter your name in full-width alphabets)



[Note]
If you click on "Cancel", you will need to wait for about 30 minutes before you can try again. After 30 minutes, start again from Procedure 2.

STEP 4 Pay Application Fee

[Convenience Store Payment]

The payment systems in convenience stores are available only in Japanese.

Procedures 6-2 Convenience store payment

Convenience store

Confirm the payment details, and then click “支払”.



R RITSUMEIKAN

お支払い内容の確認

下記の内容で支払いをします。
内容をご確認のうえ、よろしければ【支払】ボタンを押してください。

申込内容	検定料 / Application Fee
お支払い金額	¥35,500
お客様情報	
氏名	茨木華子
email	r4tad177@gst.ritsumeik.ac.jp
電話番号	09099999999
お支払いになるコンビニ	セブンイレブン

[Payment Amount]

Payment amount including the handling charge is displayed.

< 戻る 中止 支払 >

[Note]

If you click on "Cancel", you will need to wait for about 30 minutes before you can try again. After 30 minutes, start again from Procedure 2.

STEP 4 Pay Application Fee

[Convenience Store Payment]

The payment systems in convenience stores are available only in Japanese.

Procedures 6-2 Convenience store payment

Convenience store

The number necessary for paying the Admission Fee at a convenient store will be displayed. (The name of the number is different depending on convenient stores). Please make a note of the displayed number. This number will be also sent to the registered email address. Cases below are examples of some convenient stores.



Example 1) Pay at LAWSON

The screenshot shows the Lawson payment confirmation page on the left and an email notification on the right. The page title is "RITSUMEIKAN お支払い受付の完了". The email subject is "【受付完了のお知らせ】立命館オンライン決済".

Payment Confirmation Page (Left):

- お支払いの受付が完了しました。
- コンビニ請求情報は以下になります。なお、お客様のメールアドレスへも通知されます。
- お支払方法：コンビニ払い
お支払いになるコンビニ：ローソン
- お客様番号：03495500079**
確認番号：890168

Email Notification (Right):

- 立命館オンライン決済をご利用いただきましてありがとうございます。
- 下記内容にて、請求をさせていただきます。ご指定のコンビニエンスストアでのお支払をお願いいたします。
- お支払方法：コンビニ払い
お支払いになるコンビニ：ローソン
支払期限：2022/11/03
- 受付日：2022/09/05
利用費氏名：XXXXXXXX
お客様番号：03495500079
確認番号：890168
- 請求金額：XXXX円

Example 2) Pay at FamilyMart

The screenshot shows the FamilyMart payment confirmation page on the left and an email notification on the right. The page title is "RITSUMEIKAN お支払い受付の完了". The email subject is "【受付完了のお知らせ】立命館オンライン決済".

Payment Confirmation Page (Left):

- お支払いの受付が完了しました。
- コンビニ請求情報は以下になります。なお、お客様のメールアドレスへも通知されます。
- お支払方法：コンビニ払い
お支払いになるコンビニ：ファミリーマート
- お客様番号：03495506453**
確認番号：890168

Email Notification (Right):

- 立命館オンライン決済をご利用いただきましてありがとうございます。
- 下記内容にて、請求をさせていただきます。ご指定のコンビニエンスストアでのお支払をお願いいたします。
- お支払方法：コンビニ払い
お支払いになるコンビニ：ファミリーマート
支払期限：2022/11/03
- 受付日：2022/09/05
利用費氏名：XXXXXXXX
お客様番号：03495506453
確認番号：890168
- 請求金額：XXXX円

STEP 4 Pay Application Fee

[Convenience Store Payment]

The payment systems in convenience stores are available only in Japanese.

Procedures 6-2 Convenience store payment

Convenience store



Example 3) Pay at Daily YAMAZAKI



お支払い受付の完了

お支払いの受付が完了しました。

コンビニ請求情報は以下になります。
なお、お客様のメールアドレスへも通知されます。

お支払方法：コンビニ払い
お支払いになるコンビニ：デイリーヤマザキ

オンライン決済番号：94645524625

次へ >

【受付完了のお知らせ】立命館オンライン決済

D do-not-reply@st.ritsumei.ac.jp
今日, 10:50

立命館オンライン決済をご利用いただきましてありがとうございます。
下記内容にて、請求をさせていただきます。
ご指定のコンビニエンスストアでのお支払をお願いいたします。

お支払方法：コンビニ払い
お支払いになるコンビニ：デイリーヤマザキ
支払期限：2022/11/03

受付日：2022/09/05
利用者氏名：XXXXXXXX
オンライン決済番号：94645524625

請求金額：XXXX円

なお、各コンビニエンスストアでの、お支払方法については、下記サイトをご参照ください。
https://www.stpayment.jp/support/how_to_pay/cvs_wellnet/

STEP 4 Pay Application Fee

[Convenience Store Payment]
The payment systems in convenience stores are available only in Japanese.

Procedures 6-2 Convenience store payment

Convenience store



Example 4) Pay at SEVEN ELEVEN

Click the URL shown on the screen, move to the site of SEVEN ELEVEN, and then confirm the payment slip number (振込票番号).
The notice is also sent to the registered email address.



お支払いの受付が完了しました。
コンビニ請求情報は以下になります。
なお、お客様のメールアドレスへも通知されます。

お支払方法：コンビニ払い
お支払いになるコンビニ：セブンイレブン

<https://payment.sej.co.jp:943/od/hi.asp?8539023355281923ef5891d709411e46>



次へ >



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セブン-イレブン
お支払い方法のご案内

お支払い内容

1. 「払込票を表示」ボタンをクリックしてください。

2. 画面表示される払込票をプリントアウトするか、レジにて「セブン-イレブン インターネット代金支払」とお申し出の上、「7180-7791-06707」のメモをご提示ください。

払込票を表示

前のページに戻る

Please print out the payment slip or make a note of a payment slip number, and tell the number at the cashier.

お客様様
インターネットショッピング払込票

お支払いの品	振込方法	納付先 (現金支払い)
お支払いの品	お振替名	納付先支店
お支払いの品	お振替先	お振替口座 (0000000000000000)
お支払いの品	お振替金額	7180-77910-06707
お支払いの品	お振替日	
お支払いの品	お振替時間	
お支払いの品	お振替口座	

*お支払いと納付お振替の注意

1. お振替は、お振替先と振込金額を正確に入力してください。
2. お振替は、お振替先と振込金額を正確に入力してください。
3. お振替は、お振替先と振込金額を正確に入力してください。
4. お振替は、お振替先と振込金額を正確に入力してください。

STEP 4 Pay Application Fee

[Convenience Store Payment]

The payment systems in convenience stores are available only in Japanese.

Procedures 6-2 Convenience store payment

Convenience store

Confirm the number necessary for payment, and click "次へ".



R RITSUMEIKAN

お支払い受付の完了

お支払いの受付が完了しました。

コンビニ請求情報は以下になります。
なお、お客様のメールアドレスへも通知されます。

お支払方法：コンビニ払い
お支払いになるコンビニ：セブンイレブン

<http://link.kessai.info/JLPCT/JLPpse/?code=C3D.FZV3VZxIDXU496...-J.&rkbn=2>

次へ >

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STEP 4 Pay Application Fee

[Convenience Store Payment]

The payment systems in convenience stores are available only in Japanese.

Procedures 6-2 Convenience store payment

Convenience store

Click on “再読み込み(Reload)” on the “検定料納入状況確認(Payment Status of Application Fee)” screen. And then confirm that “WEBコンビニ決済(Web Payment at convenience stores)” in the section of “Method of Payment”



立命館大学 Ritsumeikan University

Account : EXP1000051
Name : 立 命館
2017-01-26T16:18:15.868526 [ADHEOLD] [OT]

[Ritsu-Mateマイページ] > [検定料納入状況確認]

検定料納入状況確認

現在出願している入学試験への検定料の支払い状況は以下のとおりです。
検定料を支払う場合は、[未]リンクから次の画面に進んでください。
※支払い状況を更新する場合は、[再読み込み]ボタンを押してください。
※日時は日本時間での表記です。
※試験を実施しない入試方式については、合格発表日を試験日の欄に表示しています。

再読み込み

納入状況	志願受付番号	学部・研究科	入試方式	試験日	検定料(円)	手数料(円)	検定料払込締切日時	検定料支払い日時	決済手段
	20201102084	スポーツ健康科学研究科	一般入学試験(4月入学) / 博士前期	2019/11/16	35000	500	2017/03/31 23:59:59		WEBコンビニ決済

Procedures (6)-2 Convenience store payment

Convenience store

Please go to a convenience store, and transfer the fee by using a dedicated machine or at the cashier. Then, the payment will be completed.

For the details about the procedures at convenient stores are mentioned in “1: How to Apply / Application Process” in [“Application Guidelines \(For all Graduate Schools\)”](#).



STEP 4 Pay Application Fee

Procedures 6-3 PayPal payment



Applicants who have a PayPal account with a credit card registered to their account can complete the payment by simply entering their ID and password.

For more information about PayPal: <https://www.paypal.com/us/webapps/mpp/home>



Select "PayPal" as the payment method in Procedures (5).



The details of your payment are shown below.
If the information is correct, please click the "Checkout with PayPal" button.

Purpose:	検定料 / Examinees Fee
Fee amount:	¥20
<input type="button" value="Checkout with PayPal"/>	



STEP 4 Pay Application Fee

Procedures 6-3 Logging into PayPal



If you have a PayPal account, please log in.

If you do not have a PayPal account, it is necessary to start the procedures by registering an account.



学校法人立命館

Confirm the displayed information, and click “Agree and Pay”.

学校法人立命館

PayPal Pte. Ltd., a Singapore company, is registered with the Financial Services Agency of Japan as a Fund Transfer Business Operator in relation to the provision of fund transfer business services. Kancho #00026

STEP 4 Pay Application Fee

Procedures 6-3 Payment Completion

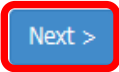


Return to the "Ritsu-Mate" screen, and click on "Next >".



Payment confirmation

Your payment has been successfully completed.
Thank you.

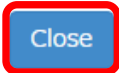


(c) Rits

Click on "Close" to close the screen completely.

Payment completed

Your payment has been successfully completed.



(

STEP 4 Pay Application Fee

Procedures 6-3 Payment Status Confirmation



Click on "Reload" on the "Payment Status of Application Fee" screen.
Once "Status of Payment" and "Method of Payment" are displayed as "Complete" and "PayPal," respectively, the payment procedures are completed.

The screenshot shows the 'Payment Status of Application Fee' page for Ritsumeikan University. The page includes a header with the university logo and name, a navigation menu, and a main content area. The main content area contains a 'Payment Status of Application Fee' section with a 'Reload' button and a table of payment details. The table has the following columns: Status of Payment, Registration Number, College/Graduate School, Admission Method, Examination date, Application Fee(JPY), Commission Paid(JPY), Due Date & Time for Payment, Payment Date & Time, and Method of Payment. The 'Status of Payment' and 'Method of Payment' columns are highlighted with red boxes, showing 'Complete' and 'PayPal' respectively.

Status of Payment	Registration Number	College/Graduate School	Admission Method	Examination date	Application Fee(JPY)	Commission Paid(JPY)	Due Date & Time for Payment	Payment Date & Time	Method of Payment
Complete	20211111111	Graduate School of Law	Regular Admissions	2017/02/01	35000	10	2017/03/31 23:59:59		PayPal

STEP 4 Pay Application Fee

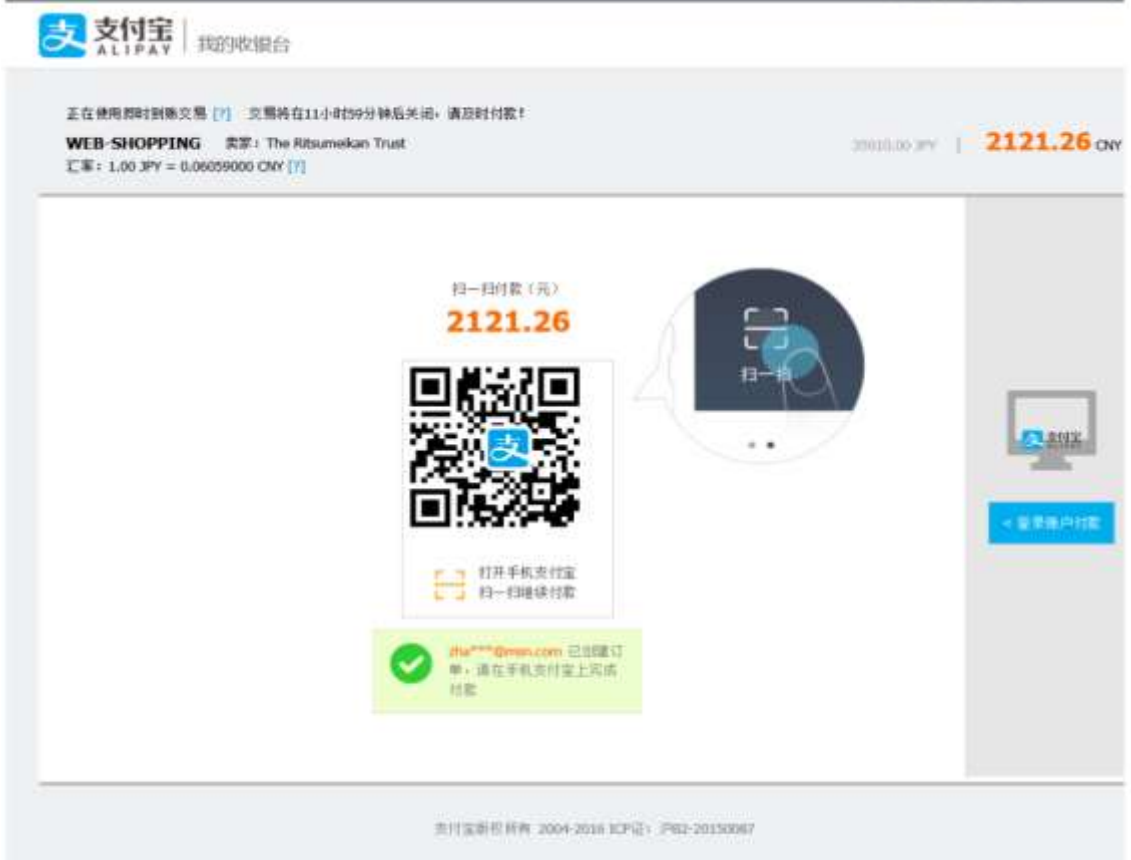
Procedures 6-4 Alipay payment

Alipay

Alipay is a Chinese online payment service. Alipay can be used to process your payment if you are a registered user. (It is necessary to have a bank account in China which allows Internet banking.) For more information about Alipay (only available in Chinese): <https://www.alipay.com/>



Select "Alipay payment" as the payment method in Procedures 5. The "Alipay" screen will be displayed.



STEP 4 Pay Application Fee

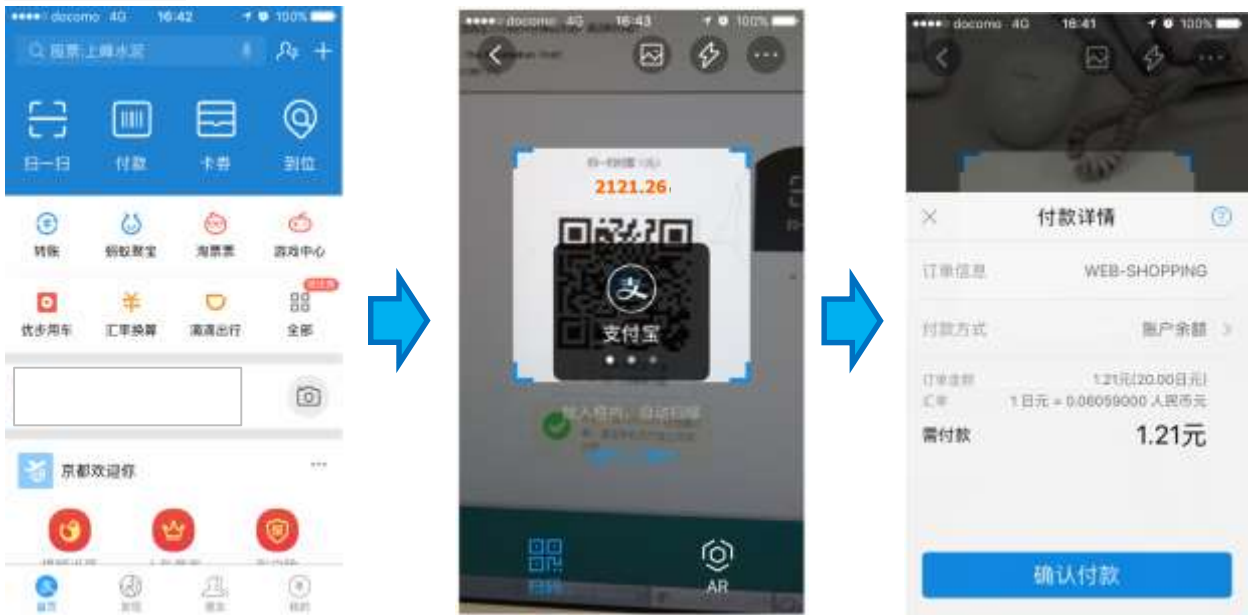
Procedures 6-4 Confirm the displayed information, and proceeding with the payment

Alipay



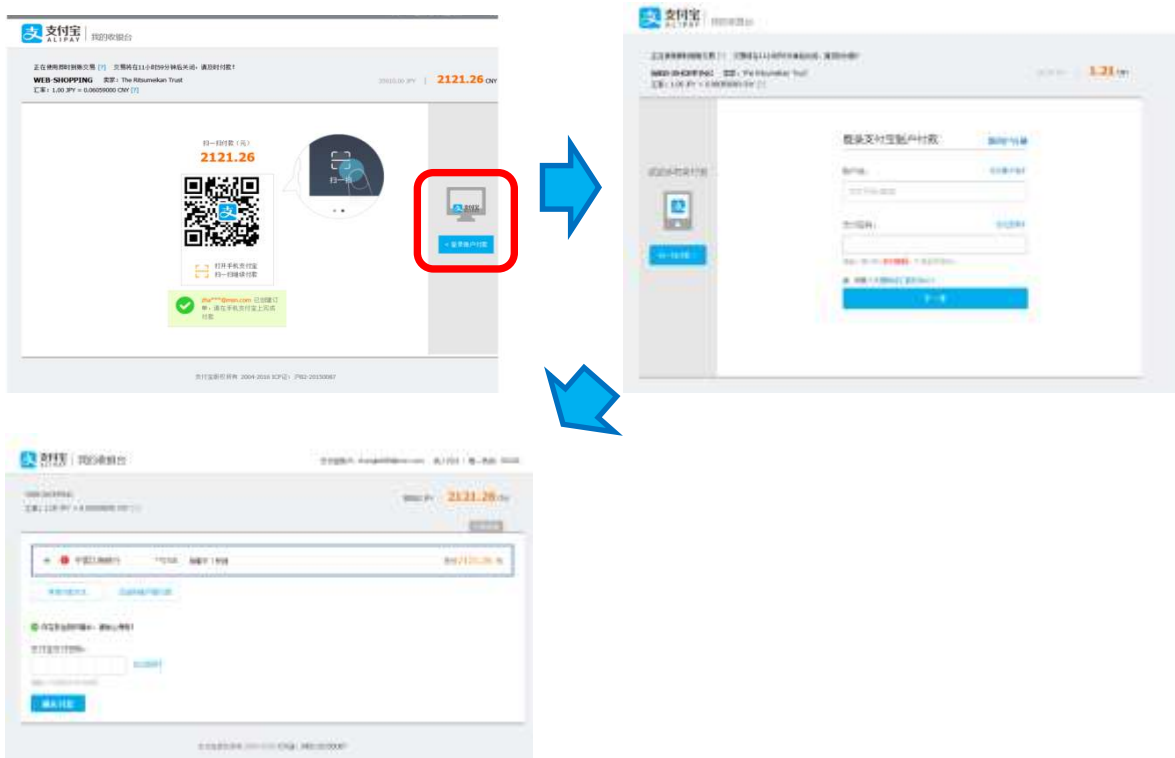
① Payment through smartphone

Open the "Alipay" app, and capture the QR code. Proceed with the payment by providing authentication information such as entering the password, as necessary.



② Payment through means other than smartphone

Switch to the appropriate screen by clicking on the button on the right. Log into Alipay. Proceed with the payment by providing authentication information such as entering the password, as necessary.



STEP 4 Pay Application Fee

Procedures 6-4 Payment Completion

Alipay



The following screen will be displayed once the payment is completed. Close the screen.

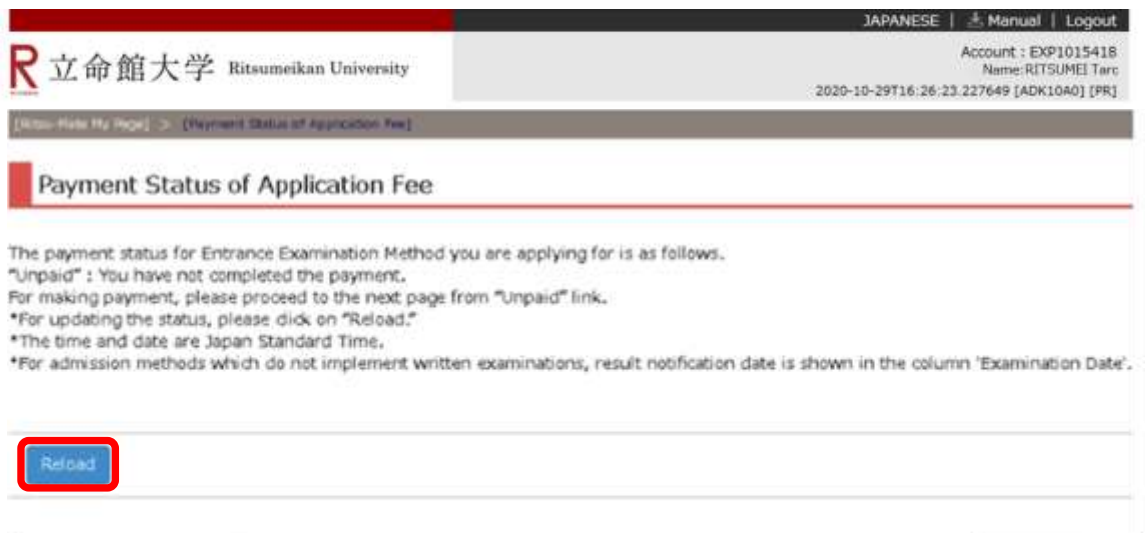


Procedures 6-4 <Payment Status Confirmation>

Alipay



Click on "Reload" on the "Payment Status of Application Fee" screen. Once "Status of Payment" and "Method of Payment" are displayed as "Complete" and "Alipay" respectively, the payment procedures are completed.



Status of Payment	Registration Number	College/Graduate School	Admission Method	Examination date	Application Fee(JPY)	Commission Paid(JPY)	Due Date & Time for Payment	Payment Date & Time	Method of Payment
Complete	20211111111	Graduate School of Law	Regular Admissions	2017/02/01	35000	10	2017/03/31 23:59:59		Alipay

STEP 5 Print Application Sheet / Mailing Label

Procedure 1 Check the Printing Environment

In order to print your Application Sheet and Mailing Label, you need a printer.

If you do not have a printer at home, please look for a place such as your school or a convenience store in Japan where you can print your documents.

*If you send the documents from overseas, do not print the mailing label.

Procedure 2 <Select Download Application Sheet & Mailing Label >

Click on "Download Application Sheet & Mailing Label".

Note: The button is not displayed unless "STEP 3: Application Registration" has been completed.

"Download Application Sheet & Mailing Label" button will be appeared only application period.


The screenshot displays the user interface of the Ritsumeikan University application portal. At the top, there is a navigation bar with 'JAPANESE | Manual | Logout' on the right and the university logo '立命館大学 Ritsumeikan University' on the left. Below this, the user's account information is shown: 'Account : EXP1015418', 'Name:RITSUMEI Taro', and a session ID '2020-10-29T16:26:23.227649 [ADK10A0] [PR]'. The main content area is titled 'RITSUMEI Taro's Page' and contains a 'MESSAGE' section with a link '< Go to message box... >'. Below the message is a 'MENU' section with a blue header: '■ Admission *Registration opens at 10AM (JST) on 1st day of Application Period.' The menu items are: 'Register Application Information for Undergraduate Schools', 'Register Application Information for Graduate Schools', 'Register International Student Information', 'Pay Application Fee', '(for RJ Admissions)Photo Upload', 'Download Application Sheet & Mailing Label' (highlighted with a red border), 'Examination Sheet Download', and 'Check Application Information'.

STEP 5 Print Application Sheet and Mailing Label

Procedure 3 Application Information Selection

Confirm the displayed information, and click on "Sel."

[JAPANESE](#) | [Manual](#) | [Logout](#)

 **立命館大学** Ritsumeikan University

Account : EXP1015418
Name:RITSUMEI Taro
2020-10-29T16:26:23.227649 [ADK10A0] [PR]

[Ritsu-Mate: My Page] > [Download Application Sheet & Mailing Label]

Select Application

Please select an application of which you print out an application sheet.
*For admission methods which do not implement written examinations, result notification date is shown in the column 'Examination Date'.

(Total 1 item(s))

		Application Period	Year and Semester of Enrollment	College/Graduate School	Degree program	Department/Major	Major/Course	Examination date	Admission Method
R	Sel	07/01/18 - 12/31/99	2018 April	Graduate School of Sociology	Master's program	Major in Applied Sociology	*	09/16/17	International Student Admissions (April Enrollment)

[Back](#)

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In case your application information is not displayed logout and login again.

STEP 5 Print Application Sheet / Mailing Label

Procedure 4 Selection of Application Sheet for Printing

Select "Application Sheet (English)" by clicking on "Pri" next to it.
(If you are applying to an Japanese program, select "Application Sheet (Japanese)")

JAPANESE | [Manual](#) | [Logout](#)

R 立命館大学 Ritsumeikan University

Account : EXP1015418
Name:RITSUMEI Taro
2020-10-29T16:26:23.227649 [ADK10A0] [PR]

[Ritsu-Mate: My Page] > [Download Application Sheet & Mailing Label]

Application Sheet List

Please select an item you would like to print out.
You need to download the documents to print out.

(Total 3 item(s))

Examination Sheet	
Pri	Application Sheet (Japanese)
Pri	Application Sheet (English)
Pri	Mailing Label (Japanese)

[Back](#)

STEP 5 Print Application Sheet / Mailing Label

Procedure 5 Application Sheet Download

Click on "download" from the following screen.
The downloaded data can be saved as a PDF document.

The screenshot shows the Ritsumeikan University website header with the university name in Japanese and English, and account information. Below the header is a navigation bar with a highlighted 'Application Sheet (English) Download' link. The main content area contains a message to download the application sheet from a link, with the 'download [16.767 KB]' button highlighted by a red box. A 'Close' button is located at the bottom left of the content area.

立命館大学 Ritsumeikan University Account : EXP1000052
Name : Ritsu Mate
2017-01-25T14:31:25.674282 [AD113R0] [OT]

Application Sheet (English) Download

Please download Application Sheet from the following link.

[download \[16.767 KB\]](#)

Close

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STEP 5 Print Application Sheet / Mailing Label

Procedure 6 Printing Application Sheet

RITSUMEIKAN UNIVERSITY GRADUATE SCHOOL
APPLICATION SHEET

column with * is for university use.

Date of Application	12/14/2020	Registration Number	20211102259
*Application Number			
Year of Enrollment	2021	Semester of Enrollment	April
Admission Method	Regular Admissions(April Enrollment)		

Student ID Number (will only appear if you have applied our Ritsumeikan University Student ID Number Registration/Access System. This option is for Institute School applicants only.)

Student ID Number		Sex	Male	Date of Birth	1991
Name in Japanese					
Name	RITSUMEI Tarou				
Nationality	Indonesia, Republic of Indonesia				
Resident Status					
College/Institute School	Graduate School of Economics				
Department/Major	Major in Economics				
Notes/Comments	*				
Application Fee	Required				

Address

099-9999
(Other than those above)

21 Tojiin St, Kinugasa
London, UK

Phone Number +44-0000-000-0000

Cell Phone

E-Mail + + + + + @ + + + + +

Name of Applicant's Parent RITSUMEI Ichiro

Parent's Residential Address (Other than those above)London
21 Tojiin St, Kinugasa

Parent's Residential Phone Number +44-0000-000-0000

Exam Date 02/06/2021 For admission method result notification

Date of Payment

Notes (To Another Address)



[Photo Attachment]
Attach your facial photograph on the printed Application Sheet.
<facial photograph>
- Attach color facial photograph(without a hat or cap, no background, and 3 cm long × 2.4 cm wide).
- If you wear glasses during examination, have your photograph taken wearing glasses.
- The photograph size is incorrect or the resolution is low, you may asked to resubmit it.
- A facial photograph of an applicant is also required for admission procedures.
We recommend you to save the data of your photo that you used on your application sheet.

[Parent's/Guardian's Phone number]
Only Home Telephone Number is displayed.
(When Mobile Telephone Number is not displayed, you can leave it as blank)

[Exam. Date]
For admission methods which do not implement written examinations or examination date is not fixed yet at the timing of application start, the result notification date is shown in the column "Exam. Date".

[Date of Payment]
If you make a payment at convenience store, the date of payment is only shown here on the next day. Print out the Application Sheet on the next day of payment, or fill it in by hand. The University will confirm the date of payment.

[Notes (Ex. Another Address)]
If you would like the University to send documents such as result notification and enrollment documents to a mailing address other than your registered address, please fill in another designated address in the "Notes" column.

If you need to modify your application, take the following procedures. **Please do not register again.**

(1) Items which are shown on your Application Sheet

- 1) Year of Enrollment, Semester of Enrollment and Graduate School which you apply for
... Cannot be corrected. In case you have registered wrong details, contact the administrative office of graduate school which you applied for.
- 2) Other than 1)
... Correct the printed Application Sheet by handwriting (in red).

(2) Items which are not shown on your Application Sheet (Education Information, International Student Information, etc.)
... Clarify the details to be corrected and contact the administrative office of graduate school which you applied for.

STEP 5 Print Application Sheet / Mailing Label

Procedure 7 Selection of Mailing Label for Printing

Go back to Procedures (4), and click on "Pri" next to "Mailing Label (Japanese)."

JAPANESE | Manual | Logout

立命館大学 Ritsumeikan University Account : EXP1015418
Name:RITSUMEI Taro
2020-10-29T16:26:23.227649 [ADK10AD] [PR]

[Ritsu-Mate My Page] > [Download Application Sheet & Mailing Label]

Application Sheet List

Please select an item you would like to print out.
You need to download the documents to print out.

(Total 3 item(s))

	Examination Sheet
Pri	Application Sheet (Japanese)
Pri	Application Sheet (English)
Pri	Mailing Label (Japanese)

Back

Procedure 8 <Mailing Label Download>

Click on "download" from the following screen. The downloaded data can be saved as a PDF document.

立命館大学 Ritsumeikan University Account : EXP1000052
Name : Ritsu Mate
2017-01-25T14:34:53.122231 [AD114R0] [OT]

Mailing Label (Japanese) Download

Please download Mailing Label from the following link.

download [60.319 KB]

Close

STEP 5 Print Application Sheet / Mailing Label

Procedure 9 Printing the Mailing Label

If you send the documents from overseas, do not print the mailing label,
use a courier service which allows you to trace your mail.



滋賀県草津市野路東1丁目1-1

立命館大学 大学院入学試験
スポーツ健康科学部事務室 行

簡易書留速達

引受番号	
------	--

インターネット出願

ポストへの投函不可!
(Mailing from a mailbox is unacceptable!)

志願受付番号	
	20211102436

博士前期 スポーツ健康科学研究科 スポーツ健康科学専攻 *	
入試方式	
フリガナ	
氏名	
自宅電話番号	携帯電話番号
住所	

Procedure 10 <Posting Application Documents>

Enclose the printed Application Sheet along with the other application documents in the envelope, and mail the envelope by the deadline. Paste the Mailing Label to the envelope.
In case you send the documents from overseas, do not use this Mailing Label.
Use a courier service (DHL, FedEx, OCS, etc.) or EMS.

Procedure 1 Confirmation before Printing Examination Sheet

- Print "Examination Sheet" from "Ritsu-Mate," and bring it with you on the day of the examination. Regarding the schedule when the Examination Sheet can be downloaded, please check Application Guidelines of each graduate school. The exact date when you can download it will be notified to your registered email address (except some graduate schools).
- In order to print your Examination Sheet, you need a printer. If you do not have a printer at home, please look for a place such as your school or a convenience store in Japan where you can print your documents.

Procedure 2 Selection of Examination Sheet Download

The dates Examination Sheet download become available may be different for the screening method which selection is made through document screening and for some graduate schools. Contact the Office of Graduate Studies if the button is not displayed one week before the day of the examination.

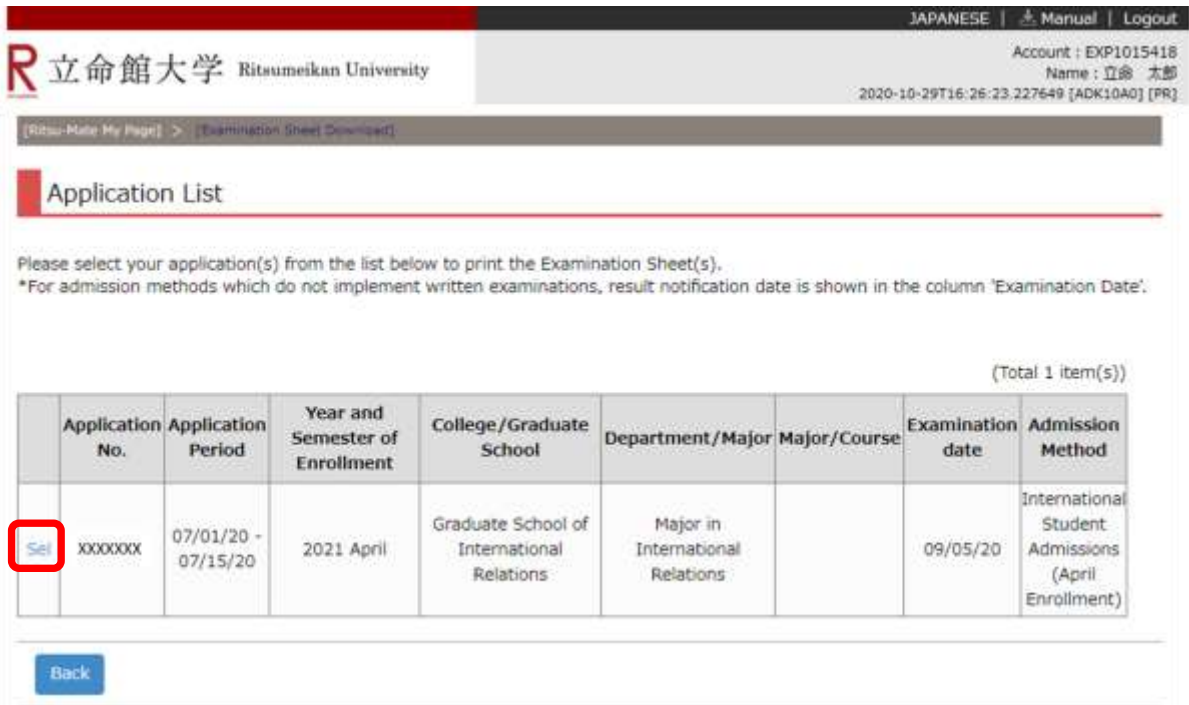
The screenshot shows the Ritsu-Mate portal interface. At the top right, there are links for "JAPANESE", "Manual", and "Logout". The user's account information is displayed as "Account : EXP1015418", "Name:RITSUMEI Taro", and "2020-10-29T16:26:23.227649 [ADK10A0] [PR]". The page title is "RITSUMEI Taro's Page". Below the title, there is a "MESSAGE" section with a link "< Go to message box... >". The "MENU" section contains a blue notification bar: "■ Admission *Registration opens at 10AM (JST) on 1st day of Application Period." Below this, there is a list of menu items: "Register Application Information for Undergraduate Schools", "Register Application Information for Graduate Schools", "Register International Student Information", "Pay Application Fee", "(for RJ Admissions)Photo Upload", "Download Application Sheet & Mailing Label", "Examination Sheet Download" (highlighted with a red border), and "Check Application Information".

STEP 6

Print Examination Sheet / Check notifications

Procedure 3 Examination Information Selection

Confirm the application information, and click on "Sel."



JAPANESE | Manual | Logout

立命館大学 Ritsumeikan University

Account : EXP1015418
Name : 立命 太郎
2020-10-29T16:26:23.227649 [ADK10A0] [PR]

[Ritsui-Mate My Page] > [Examination Sheet Download]

Application List

Please select your application(s) from the list below to print the Examination Sheet(s).
*For admission methods which do not implement written examinations, result notification date is shown in the column 'Examination Date'.

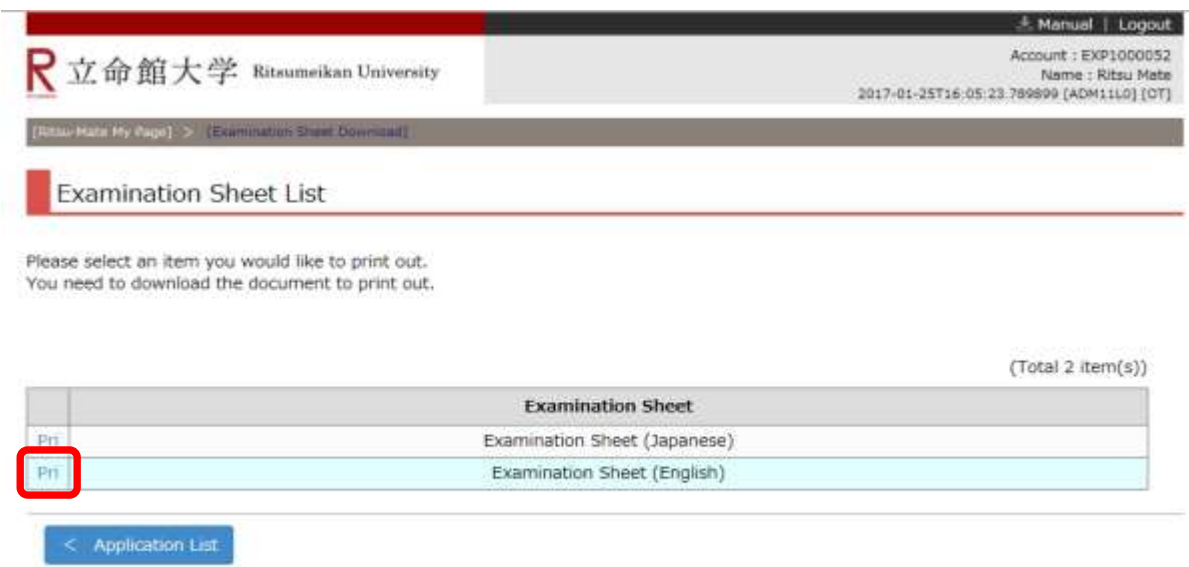
(Total 1 item(s))

	Application No.	Application Period	Year and Semester of Enrollment	College/Graduate School	Department/Major	Major/Course	Examination date	Admission Method
Sel	XXXXXX	07/01/20 - 07/15/20	2021 April	Graduate School of International Relations	Major in International Relations		09/05/20	International Student Admissions (April Enrollment)

Back

Procedure 4 Selection of Examination Sheet for Printing

Select "Examination Sheet (Japanese)" by clicking on "Pri" next to it.
(If you are applying to an English program, select "Examination Sheet (English).")



Manual | Logout

立命館大学 Ritsumeikan University

Account : EXP1000052
Name : Ritsui Mabe
2017-01-25T16:05:23.789999 [ADM1110] [OT]

[Ritsui-Mate My Page] > [Examination Sheet Download]

Examination Sheet List

Please select an item you would like to print out.
You need to download the document to print out.

(Total 2 item(s))

Examination Sheet	
Pri	Examination Sheet (Japanese)
Pri	Examination Sheet (English)

< Application List

STEP 6

Print Examination Sheet / Check notifications

Procedure 5 Examination Sheet Download

Click on “download” from the following screen. The downloaded data can be saved as a PDF document.

R 立命館大学 Ritsumeikan University

Account : EXP1000052
Name : Ritsu Mate
2017-01-25T16:05:55.476049 [ADM13R0] [OT]

📄 Examination Sheet (English)

Please download Examination Sheet from the following link.

[download \[19.058 KB\]](#)

Close

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Procedure 6 Print Examination Sheet

Note: There is no need to print the Examination Sheet for the admission methods of documents screening only.
Please check your application number.

RITSUMEIKAN UNIVERSITY GRADUATE SCHOOL
EXAMINATION SHEET
Please bring this examination sheet on examination date.

Application Number	XXXXXXXX	Registration Number	20211100811
Exam. Date	07/05/2020		
Ritsu-MateID	0000000.ritsumei.ac.jp		
Year of enrollment	2021	Semester of Enrollment	April
Admission Method	In-University Advancement Admissions (April Enrollment)		
Name in Katakana			
Name	RITSUMEI Taro		
College/Graduate School	Graduate School of Sport and Health Science		
Department/Major	Major in Sport and Health Science		
Major/Course	*		
Application Fee	Required	Date of Payment	06/10/2020 01:00

For admission methods which do not implement written examinations, result notification date is shown in the column 'Exam.Date'.

STEP 6 Print Examination Sheet / Check notifications

Procedure 7 Confirmation of Notification (Examination Details)

You can confirm whether MESSAGE will be sent or not on the top page.

The screenshot shows the Ritsumeikan University website interface. At the top, there is a header with the university logo and name in Japanese and English, and user account information. Below the header, the page title is "RITSUMEI Taro's Page". A red box highlights the "MESSAGE" section, which contains a link "< Go to message box... >". A blue callout box points to this link, containing the text: "[MESSAGE] Along with the Examination Sheet Download, details about the examination (venue, etc.) will be sent to you. ※A notification may be sent to you in other ways." Below the MESSAGE section is a "MENU" section with a blue header and several orange buttons: "Register Application Information for Undergraduate Schools", "Register Application Information for Graduate Schools", "Examination Sheet Download", "Check Application Information", and "Inquiry for Admission". At the bottom is a "LINK" section with several blue links: "RITSUMEIKAN UNIVERSITY HP", "International admissions for English-medium undergraduate programs", "Admissions to Graduate Schools", "Startup Guide to New Students", and "Welcome events for freshmen by senior students(undergraduate) (Japanese Only)".

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Procedure 8 <Take Examination>

- Bring the printed Examination Sheet with you on the day of the examination.
- Take the examination after confirming the details about the examination (venue, etc.) displayed under "MESSAGE."



STEP 7 Confirm Examination Result

Procedure1 Examination Result

"Examination Result" button will be displayed on the top screen at **10:00 (Japan time)** on the result notification date.

The screenshot shows the user interface of the Ritsumeikan University admission portal. At the top, there is a header with the university logo and name, and user account information. Below the header, the page title is "RITSUMEI Taro's Page". A "MESSAGE" section contains a link to the message box. The main "MENU" section is divided into several categories: "Admission *Registration opens at 10AM (JST) on 1st day of Application Period.", "Examination Result", "Online Enrollment Procedure", and "Inquiry". The "Examination Result" category contains a single button labeled "Examination Result", which is highlighted with a red border. Other buttons in the menu include "Register Application Information for Undergraduate Schools", "Register Application Information for Graduate Schools", "Register International Student Information", "Pay Application Fee", "(for RJ Admissions)Photo Upload", "Download Application Sheet & Mailing Label", "Examination Sheet Download", "Check Application Information", "Online Enrollment Procedure", and "Inquiry for Admission".

JAPANESE | Manual | Logout

立命館大学 Ritsumeikan University

Account : EXP1015418
Name:RITSUMEI Taro
2020-10-29T16:36:23.227649 [ADK10AQ] [PR]

RITSUMEI Taro's Page

MESSAGE

< Go to message box... >

MENU

■ Admission *Registration opens at 10AM (JST) on 1st day of Application Period.

Register Application Information for Undergraduate Schools

Register Application Information for Graduate Schools

Register International Student Information

Pay Application Fee

(for RJ Admissions)Photo Upload

Download Application Sheet & Mailing Label

Examination Sheet Download

Check Application Information

■ Examination Result

Examination Result

■ Online Enrollment Procedure

Online Enrollment Procedure

■ Inquiry


Inquiry for Admission

STEP 7 Confirm Examination Result

Procedure 2 Result Confirmation

The result of the Entrance Examination can be confirmed in "Examination Result." Click on "Back" once you have checked your result.

JAPANESE | [Manual](#) | [Logout](#)

 **立命館大学** Ritsumeikan University

Account : EXP1015418
Name: RITSUMEI Taro
2020-10-29T16:26:23.227649 [ADK10A0] [PR]

[\[Ritsu-Mate My Page\]](#) > [\[Notification of Screening Result\]](#)

Notification of Screening Result

The screening result for your application to Ritsumeikan University is as follows.
*For admission methods which do not implement written examinations, result notification date is shown in the column 'Examination Date'.

President
Ritsumeikan University (Total 1 item(s))

Screening Result	College/Graduate School	Department/Major	Major/Course	Application No.	Admission Method	Examination date	Scholarships
Pass	Graduate School of Sociology	Major in Applied Sociology	*	XXXXXXXX	International Student Admissions (April Enrollment)	2020/09/12	

[Back](#)

<For Reference> Check Application Information

You can confirm the information you have registered if you need. However, the details you have registered cannot be changed/modified. If you need to modify your application, take the following procedures.

<In case you find the parts to be corrected BEFORE submitting the application documents>

(1) Items which are shown on your Application Sheet

1) Year of Enrollment, Semester of Enrollment and Graduate School which you apply for

... Cannot be corrected. In case you have registered wrong details, contact the administrative office of graduate school which you applied for.

2) Other than 1)

... Correct the printed Application Sheet by handwriting (in red).

(2) Items which are not shown on your Application Sheet

(Education Information, International Student Information, etc.)

... Clarify the details to be corrected and contact the administrative office of graduate school which you applied for.

<In case you find the parts to be corrected AFTER submitting the application documents>

Clarify the details to be corrected and contact the administrative office of graduate school which you applied for.

The screenshot displays the Ritsumeikan University application portal. At the top, there is a header with the university logo and name in Japanese and English, and user account details including 'Account : EXP1015418', 'Name:RITSUMEI Taro', and a session ID. Below the header, the user's name 'RITSUMEI Taro's Page' is shown. A 'MESSAGE' section contains a link to the message box. The main 'MENU' section is divided into three categories: 'Admission *Registration opens at 10AM (JST) on 1st day of Application Period.', 'Examination Result', and 'Online Enrollment Procedure'. Under the 'Admission' category, several options are listed, with 'Check Application Information' highlighted by a red rectangular box. Other options include 'Register Application Information for Undergraduate Schools', 'Register Application Information for Graduate Schools', 'Register International Student Information', 'Pay Application Fee', '(for RJ Admissions)Photo Upload', 'Download Application Sheet & Mailing Label', and 'Examination Sheet Download'. Under 'Examination Result', there is an option for 'Examination Result'. Under 'Online Enrollment Procedure', there is an option for 'Online Enrollment Procedure'. At the bottom, under 'Inquiry', there is an option for 'Inquiry for Admission'.

<For Reference> Check Application Information

Basic information such as Applicant's Information, Information of Parent/Guardian or a person who will accept the identity and Academic History(Eligibility Details) can be confirmed from "List of Registered Information".

JAPANESE | Manual | Logout

立命館大学 Ritsumeikan University

Account : EXP1015418
Name:RITSUMEI Taro
2020-10-29T16:26:23.227649 [ADK10A0] [PR]

[Ritsu-Mate My Page] > [Check Application Information]

List of Registered Information

Please select the Registered Information.

(Total 4 item(s))

List of Registered Information	
Ref	Application Information
Ref	International Student Information
	Upload Application Documents
Ref	Application Fee Payment Status

Back

[Upload Application Documents]
Use only RJ method.

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<For Reference> Check Application Information

Basic information such as Applicant's Information, Information of Parent/Guardian or a person who will accept the identity and Academic History(Eligibility Details) can be confirmed from "List of Registered Information".

JAPANESE | Manual | Logout

R 立命館大学 Ritsumeikan University

Account : EXP1015418
Name:RITSUMEI Taro
2020-10-29T16:26:23.227649 [ADK10A0] [PR]

[Ritsu-Mate My Page] > [Check Application Information]

List of Registered Information

Please select the Registered Information.

(Total 4 item(s))

List of Registered Information	
Ref	Application Information
Ref	International Student Information
	Upload Application Documents
Ref	Application Fee Payment Status

Back

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<For Reference> Check Application Information

You can confirm the details of what you had registered.

JAPANESE | Manual | Logout

立命館大学 Ritsumeikan University Account: EXP1015418
Name: RITSUMEI Tam 2020-10-29T16:26:23.227649 [ADK10A0] [PR]

Reference of Application Information

Please confirm the registered information.

User Policy	<input checked="" type="checkbox"/> I agree
Semester of Enrollment	2021 April
Graduate School	Graduate School of Professional Teacher Education
Degree Program	Master's program
Major	Major in Teaching Profession and Educational Practices
Course	*
Examination Date and Method	11/22/20 Regular Admissions (April Enrollment)
Application Fee	35000
Payment Deadline	11/04/20

Omission

Name (Katakana)	
Gender	Male
Date of Birth	1991/12/20
Application Fee	Required

Contact Information

Postal Code	999-9999
Prefecture	Other than those above
Address1	London, UK
Address2	21 Tojin St, Kinugasa
Address3	
Home Telephone Number	+44-0000-000-0000

Omission

Questionnaire Items

- Research contents
- Research continuity
- Professors
- Graduated from Ritsumeikan University or APU
- Curriculum
- Research achievements
- Research equipment
- Results of finding employment
- Examination subjects
- Scholarships and grants
- Admission fee exemption
- Tuition
- Acquirable skills/certificates
- Recommendation from professors/seniors
- Name recognition
- Location

Close

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<For Reference> Check Application Information

Regarding the information about International Students, you can check it from "International Student Information".
*Those who don't have Japanese Nationality must register "STEP3-2 Register International Student Information".
(Those who are Special Permanent Resident, Long-term Resident and Permanent Resident also need to register).

JAPANESE | Manual | Logout

立命館大学 Ritsumeikan University

Account : EXP1015418
Name: RITSUMEI Taro
2020-10-29T16:26:23.227649 [ADK10A0] [PR]

[Ritsu-Mate My Page] > [Check Application Information]

List of Registered Information

Please select the Registered Information.

(Total 4 item(s))

List of Registered Information	
Ref	Application Information
Ref	International Student Information
	Upload Application Documents
Ref	Application Fee Payment Status

[Back](#)

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<For Reference> Check Application Information

You can confirm the details of what you had registered.

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R 立命館大学 Ritsumeikan University

Account : EXP1015418
Name:RITSUMEI Taro
2020-10-29T16:26:23.227649 [ADK10A0] [PR]

Reference of International Student Information

Please confirm the registered information.

International Student Information	
Name (Alphabet)	RITSUMEI Taro
1st Nationality	United Kingdom of Great Britain and Northern Ireland
2nd Nationality	
Resident Status	International student
Resident Status	student
Expiry Date	2021/03/31
Financial Aid	Privately financed
(Scheduled) Date of Arrival	2021/03/01
Scholarship Information	
Past Experience with Japanese Government (Monbukagakusho) Scholarships.	Not-Exist
Study Abroad Period: FROM	
Study Abroad Period: TO	
University	
Japanese language Organization before your enrollment	
Japanese Language School Code	099
Japanese Language School Name	RITSUMEIKAN BKC Japanese Language School
Enrollment Date	2020/04
Graduation Date	2021/01

Close

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<For Reference> Check Application Information

Your Payment Status can be checked from “Application Fee Payment Status”

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[Ritsu-Mate: My Page] > [Check Application Information]

List of Registered Information

Please select the Registered Information.

(Total 4 item(s))

List of Registered Information	
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Ref	Application Fee Payment Status

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<For Reference> Check Application Information

Your Payment Status can be checked as below.

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Account : EXP1015418
Name:RITSUMEI Taro
2020-10-29T16:26:23.227649 [ADK10A0] [PR]

☐ Reference of Application Fee Payment Status

Please confirm the registered information.

Application Fee	1 : Required
Registration Number	20211102250
Colleges / Graduate Schools	32 : Graduate School of International Relations
Admission Method	572 : Regular Admissions (Document Screening for Japanese Based Program) (April)
Exam. Date	12/02/20
Application Fee	35000
Commision paid(JPY)	500
Due Date & Time for Payment	10/21/20
Payment Status	
Payment Date & Time	
Method of Payment	

Close

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