

Graduate School of International Relations

Educational Missions

The Graduate School of International Relations (GSIR) is committed to excellence in graduate training. The GSIR's general mission is to produce scholars of international relations who can contribute to the better understanding of global problems, and professionals in various fields who possess the knowledge and skills to solve problems in the international community.

Master's Program

The Graduate School of International Relations' MA program is committed to educating graduate students who wish to pursue advanced work in the international arena and also those who wish to prepare for PhD study. With its coursework and thesis, the MA program offers graduate training where students gain deep insights on international issues, the capacity to analyze complex issues of global governance, and advanced knowledge to promote international cooperation.

Doctoral Program

The Graduate School of International Relations' Doctoral Program is devoted to postgraduate education for students who pursue careers as researchers both overseas and in Japan. To this end, the program strives to provide students with a research environment where they can develop a global intellectual network and innovative scholarship in the field of international relations.

Admission Policies

Master's Program

The Graduate School of International Relations' MA Program welcomes applicants who seek to advance their knowledge in international relations by pursuing careers in fields such as academics, research, journalism, international organizations, and private and government sectors both overseas and in Japan.

Doctoral Program

The Graduate School of International Relations' Doctoral Program welcomes applicants who pursue innovative scholarship in the field of international relations with their independent research activities. All students admitted to the program are expected to earn a PhD degree successfully and advance in academic/professional careers with a broad understanding of international relations, specialized expertise in selected issues, and competence in related disciplines.

Graduate School of International Relations
Ph.D Program in International Relations
APPLICATION GUIDELINES for Thesis Screening-based
Admission Fall 2012 for Applicants Expecting to Complete a
Master's Degree Program

I. Degree Conferred & Number of Students

Major	Degree	Enrollment Capacity	Number of Recruit
International Relations	Doctoral Degree	10	A few

*The number of Enrollment Capacity includes students admitted through other admission methods.

*Depending on the applicants received and results of the entrance examination, the number of successful candidates could be less than the number recruited.

II. Requirements for Application

Applicants must satisfy the following:

Those who expect to receive a Master's Degree or a Professional Degree by admission.

Note: If you are not sure whether you fulfill the above criteria please inquire the Administrative Office of International Relations in advance.

*Applicants who expect to graduate but are not able to satisfy the above requirement by September 25, 2012, will have their admission cancelled.

III. Screening Method

Admission will be based upon screening

Applicants may have phone/mail interviews or be interviewed if necessary.

IV. Application Method

1. Application Fee: 35,000 yen

2. Required Documents:

Applicants should submit the following required documents after paying the application fee (¥35,000).

Please write "Application for the Ph.D program, Graduate School of International Relations" in red ink on the envelope of the application packet.

1) Application Card (prescribed Card A)* with an official seal from a bank certifying the completion of your payment of the application fee.

*Those who apply and make the payment outside of Japan do not need to submit this Application Card.

*The application fee will be exempted for those who are expected to completed their Master's degree program or Professional degree program at Graduate Schools of Ritsumeikan University in September 2012 and will continue their study to the Doctoral program.

- 2) APPLICATION FOR GRADUATE ADMISSION AT RITSUMEIKAN UNIVERSITY (Form GS A)
- 3) RESEARCH PROPOSAL (Form IR 7 (for Japanese) /Form IR 8 (for English))
- 4) Master's Thesis (or Research Accomplishment equivalent to a Master's Thesis)
 - *If your master's thesis or research accomplishment is written in other languages, a Japanese or English translation is necessary.
 - *Submitted thesis will not be returned.
 - *If you will not be able to submit your master's thesis (or research accomplishment) by the application due (Friday, June 1, 2012), you must submit a Request for Delayed Submission of Master's Thesis (Form IR 12) at the time of application along with other required documents.
- 5) A Certificate of expected completion and Certified Academic Transcript from the institution last attended.
- 6) Certificate of Nationality and Birth (e.g. a photocopy of certificate of residence or passport)

Important Points for Application

- 1) The name and date of birth written in the application forms should be the same as those on your certificate of residence or passport.
- 2) Required documents should be sent to the following mailing address by registered mail.
- 3) Application fee (¥35,000)

<Payments made within Japan>

If you would like to make your payment in Japan, you must first e-mail the Office of Graduate Studies at graduate-studies@st.ritsumei.ac.jp to ask for an Application Card with Transfer Request Form attached.

In your e-mail, please include your name, delivery address in Japan and your e-mail address.

Payment should be made through a bank transfer at a commercial or cooperative bank that offers a transfer service. (Remittance through post offices or ATMs is unacceptable) When doing so, please make sure to get bank seals on specified places on Card A, C and D and send us the Card A and B in one piece (Do not cut them off) along with other required documents.

Please note that Japanese banks close at 3:00 pm daily.

<Payments made outside of Japan>

Those who would like to make their payment outside of Japan do not need to submit Application Card. Instead, please enclose a copy of a document certifying the completion of your payment. Payment should be made through an international bank transfer at a bank that offers an international transfer service (Remittance through ATMs or by personal check is unacceptable). The remittance amount is ¥37,500 (including ¥2,500 transfer charge). All bank fees are to be borne by the applicant.

Please note that the above fee is nonrefundable regardless of the circumstances.

Bank Name:	Sumitomo Mitsui Banking Corporation
Branch:	Kyoto Branch
Account:	5408448
Swift Code:	SMBCJPJT
Address of Bank:	8 Naginatahoko-cho, Shimogyo-ku, Kyoto 600-8008 Japan
Name of Payee:	Ritsumeikan University
Address of Payee:	1 Nishinokyo Togano-cho, Nakagyo-ku, Kyoto 604-8520 Japan
Purpose of Remittance:	Application Fee
Message to Payee, if any:	Your name

3. Application Period

Application period is between Friday, May 18 and Friday, June 1, 2012.

Applications can either be mailed or submitted in person at the Administrative Office, Faculty of International Relations (applications must be submitted no later than 17:00 on the final day for accepting applications, if submitted in person).

Application postmarked June 1, 2012 will be accepted.

4. Mailing Address for Application

Administrative Office Faculty of International Relations Ritsumeikan University 56-1, Toji-in Kitamachi Kita-ku, Kyoto, 603-8577 Japan	Office hours (excluding national and university holidays): 10:00-17:00, Monday-Friday. (Closed during lunch time) Phone: + 81-75-465-1211
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V. Notification of Results

Results will be announced on the bulletin board of the Graduate School of International Relations (1st floor of Koshinkan Hall) at 14:00 on Friday, August 3, 2012 and sent to the address written on the application form. Documents pertaining to the entrance procedures can be obtained at the administrative office by 16:00 on the notification day. (Please bring your Examination Admission Card (Card B)). They will be mailed to successful applicants at the addresses given on their applications after 16:00 of August 3.