

# Ritsu-Mate Enrollment Procedures Registration Manual

# ( for Undergraduate English-basis Applicants )

- This manual is a user guide for enrollment procedures with "Ritsu-mate". There is another user manual for application procedures.
- This manual is for undergraduate applicants. There is a separate manual for graduate school applicants.



Ver.1 released : 2018/02

Online Enrollment Procedure

- 1 Registration and Correction of Personal Information
- **2** Registration of Family Information
- 3 [For Non-Japanese Applicants] Registration and Correction of International Student Information



#### **Overview of Enrollment Procedures**

#### [Part 1]

 Paying Admission Fee & Tuition Fee(s) Students from Ritsumeikan Academy's Secondary Schools are not necessary to pay Admission Fee

 Submission of the Certificate of Eligibility (COE) application and relevant documents

# [Part2] <u>①Online Enrollment Procedure (Ritsu-Mate)</u> ②Sending enrollment documents by post

The enrollment procedures will be completed after the above steps.

• Designated period for the enrollment procedures varies according to the College and the Admission Method. Please check "After Admission" website relevant to your application.

This manual is intended as a guide to the "[Part2] ①Online Enrollment Procedure" above

	Items for Registration	Subject	Regist- ration	Revision	Reference
1	Registration and Correction of Personal Information	All enrollees	0	0	0
2	Registration and Correction of International Student Information	Students without Japanese nationality only (including special permanent residents, 定住者、 permanent residents)	0	0	0

#### <1> Before start to use "Ritsu-Mate"

#### Check Internet Environment

Prepare devices with internet service such as PC, tablets, and smartphones. Use devices which fulfill the following requirements.

#### Browsers

(Windows) Microsoft Edge, Internet Explorer 11.0, Google Chrome, Mozilla Firefox (MacOS) Safari 10 or latest (iOS10) Apple Safari (Android 5.0) Google Chrome

#### ▼ Software

To confirm the mailing label for Enrollment Documents in PDF format, Adobe Acrobat Reader (Free) by Adobe Systems Inc. is required.

- Some devices may not work properly even with the above browsers.

#### Printing Environment

To print the mailing label for Enrollment Documents, 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.

#### Prepare Information to enter in "Ritsu-Mate"

In "Ritsu-Mate", applicants are required to enter several information, such as applying schools, colleges, courses as well as personal and guarantor's mailing address.

Check the manual beforehand for what to enter in the "Ritsu-Mate", and prepare necessary information before starting the application. Please note that "Ritsu-Mate" will automatically logout if there is no screen transition for 90 minutes.

#### In case you can't move on to the next Step

Logout, Close all the screens and log in again.

#### Access "Ritsu-Mate"

"Ritsu-Mate" URL : http://www.ritsumei.ac.jp/applicants/



## <2> Login

-For Applicants having used "Ritsu-Mate" when applying : Enter the email address (as "Account") and the password you have registered.

-For Applicants not having used "Ritsu-Mate" (e.g. ISSE 2018 first period applicants with Application period: Feb. 24-Mar.17, 2017): Use the Account ID and Password provided by the University as follows.

Account: 81+ your Application Number

(e.g. if your Application Number is 12345678, your Account ID is 8112345678) Password: Your birthday (yyyymmdd).

(e.g. if your birthday is Jan. 2<sup>nd</sup>, 2000, your password is 20000102.)

▶ 立 命 館 大 学 Ritsu	neikan University		JAPANESE
Ritsu-Mate Login	[Account] Enter the email address you hav "Account" (for users with an exis	e registered in the sting account).	
Account *		[English] You can switch from J "English" in the top rig	apanese to English by clicking on ht-hand corner of the screen.
Password *	Y		

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	[Res Click
-			pass

## eset Password]

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

(c) KITSUMEIKAN TRUST. All FIGHTS RESERVED.

R 立命館大	学 Ritsumeika	n Univ	rensity			2017-01-20	57.11:	Account - EXP100 Name : Ritsu 27:46.815901 (ADH91F0)
[Ritsu-Mate My Page] > 👔	Application Details Reg	istratio	n]					
Confirmation of User	Semester Of		College	Department		Major/Course	•	Admission Method
and the second sec	Contractor and a second second							Examination
Application Fee	Personal Information	•	Information of High ) School	Questionnaire	+	Confirmation of Registration Information	•	Completed

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

- 10		
Payment Deadline	03/31/17	
	1 15 52	

①You can consult the manual during registration by clicking on "Manual" in the top right-hand corner.

②Be 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).

## <3>Notes

#### 1. Session timeout

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

#### 2. Changing registered information

You can modify your information any number of times during the designated period for second enrollment procedures. However, you cannot make any changes once this period is over.

#### 3. "Ritsu-Mate" service available time

Ritsu-Mate is not accessible every week between Wednesday 7:30 p.m. and Thursday 5:30 a.m. (Japan Standard Time) due to the system maintenance. We will inform you of other irregular unavailable times in case of necessity.

1 2

## Top Page

Once the Second Enrollment Procedures period has begun, the "Online Enrollment Procedure" will appear after login.

	JAPANESE   📩 Manual   Logout
R立命館大学 Ritsumeikan University	Account : EXP8008033 Name : RITS_ RITS_UYANTI 2017-06-16T10:44:24.229770 [ADK10A0] [OT]
[Ritsu-Mate My Page]	
RITS_ RITS_UYANTI's Page	
MESSAGE	
< Go to message box >	
MENU	
■Online Enrollment Procedure	
Online Enrollment Procedure	
■ Inquiry	
Inquiry for Admission	

## **List of Enrollment Procedures**

Examination information you have passed is displayed here.

							📥 Manual	Logou	t
立命館大学	Ritsumeikan Universit	ty			20	17-08-09T17:26:3	Account : EX Name : 2.397614 [ADF	P800823 立口 命オ P10L0] [IT	7 K 1
u-Mate My Page] > [Enroli	ment Procedures]								
list of Enrollmen	t Procedures								-
Il lead to the Enrollmer admission methods w	It Procedures page. nich do not implemen	t written examir	Application	t notification	date is shown	n in the column	'Examinatio (Total 1 ite Admission	on Date' m(s)) Tuition	Enrollme
School	Department/ Major	Hajor/ course	No.	Method	date	Scholarships	Fee	Fee	Documer
Graduate School of Science and	f Major in Advanced Mathematics and	Mathematics Course	41501108	Regular	2017/06/09	SEISEKI- USHUSHA			

Please check the following information (College/Graduate School, Department/Major, Major/Course or Application No.). "Application No." : The examinee number for proceeding with the Enrollment Procedures.

"Examination date"

: The examinee number for proceeding with the Enrollment Procedures.: The date of the examination. For Admission Methods without examinations, the result announcement date is displayed here instead.



Please press "Proceed" of the row corresponding the course you are admitted to.

The menu screen for registration is displayed.

\*Below is an example of what is displayed.

		📇 Manual   Logout
R 立命館	大学 Ritsumeikan University	Account : EXP8008237 Name : 立口 命太 2017-08-09T17:42:20.567412 [ADP11L0] [IT]
[Ritsu-Mate My Page]	> [Enrollment Procedures]	
Enrollment	Procedures	
Please complete a Each procedures s online enrollment	II the enrollment procedures within designated periods after reading "Enrollment Pr uch as payment of the Admission Fee, the Tuition Fees and submission of the Enro procedures must be completed by the enrollment procedures deadline.	rocedures Handbook I " thoroughly. ollment Documents by post as well as (Total 4 item(s))
Please complete a Each procedures s online enrollment	II the enrollment procedures within designated periods after reading "Enrollment Provide as payment of the Admission Fee, the Tuition Fees and submission of the Enrol procedures must be completed by the enrollment procedures deadline.	rocedures Handbook I " thoroughly. Ilment Documents by post as well as (Total 4 item(s)) Final Registration Date
Please complete a Each procedures s online enrollment	II the enrollment procedures within designated periods after reading "Enrollment Procedures and submission of the Enroprocedures must be completed by the enrollment procedures deadline.	Correction of the second secon
Please complete a Each procedures s online enrollment	Il the enrollment procedures within designated periods after reading "Enrollment Provide as payment of the Admission Fee, the Tuition Fees and submission of the Enroprocedures must be completed by the enrollment procedures deadline.	Correction of the second secon
Please complete a Each procedures s online enrollment Reg Reg Create	Il the enrollment procedures within designated periods after reading "Enrollment Provide as payment of the Admission Fee, the Tuition Fees and submission of the Enropy procedures must be completed by the enrollment procedures deadline.	Tocedures Handbook I " thoroughly. Dilment Documents by post as well as (Total 4 item(s)) Final Registration Date 2017/08/09 17:35:12 2017/08/09 17:42:09

- 1 Items that require registration will be shown.
- 2 The date and time of your final registration will be shown.
- 3 The display will be switched to the Register/Refer/Create screen when you press the corresponding buttons. You can register the items in any order.

## **1** Registration and Correction of Personal Information

## **Procedure 1 Registration of Personal Information**

On the "Online Enrollment Procedures" screen, press the "Reg" for the "Registration and Correction of Personal Information".

(Total 4 item(s))

		Enrollment Procedures	Final Registration Date
Reg		Registration and Correction of Personal Information	
Reg		Registration and Correction of International Student Information	
	Create	Download mailing label for Enrollment Documents	

Register your personal information. You can modify the information in "Registration and Correction of Personal Information" during the designated period for online procedures. <u>The information is displayed using the data at the time of your application</u>. Please make changes if necessary. If you do not need to make any changes, please proceed to the next step.

R立命館大学	と Ritsumeikan University	Account : EXP8008033 Name : RITS_ RITS_UYANTI 2017-06-16T12:35:38.181154 [ADP20FA] [OT]	
[Ritsu-Mate My Page] > [Er	rollment Procedures] > [Registrat	on and Correction of Personal Information]	
Registration of Personal Information	Registration of Confi Education Regis Information Infor	mation of Completed Tration	
Registration of	Personal Information	n	
Please enter the followir (Please enter your addre In case you are planning Management of Persona	ng information. less at the time of your enroll g to move in the future and c l Information at Ritsumeikan	[Name · Name (Katakana · Gender · Date of Birth] This shows the information registered at the time of your Application, and it cannot be modi	ified.
* Required field		Contact the International Admissions Office if there is any change needed.	nou.
Personal Information	1		
Name	RITS_RITS_UYAN 1	[Nationality] Select your nationality. If you have dual nationalities and one of them is Japanese, please s	select
Name (Katakana)	RITS_RITS_UYANTI	Japan. If neither of them is Japanese, select the nationality of the passport that you use whentering Japan.	en
Gender	Female	[Destel Code Drefesture City Street No. Duilding]	
Date of Birth	1993/06/18	Write the address where you will be living after enrollment. If you have	not
Nationality *	IDN : Republic of Indones	This can be changed after enrollment.	ess.
Postal Code *	999-9999 <b>Q</b>	<magnifying function="" glass=""> Only applicable for Japan residents.</magnifying>	
Prefecture *	Other than those	and enter your postal copied to find your address, which will be automatically copied to fill in fields on	
City *	Jawa Barat Indonesia		
Street No. *	RT. 999, RW.999, Jl. Marg	Coverseas Address}     Enter "999-9999."      Destal Code: Enter "999-9999."      Destal Code: Enter "049-409-400 the set have a base of the set of t	
Please input your Town, Villag	e and Street Number.	maximum number of characters you can use to enter information for any of these	se
Building	Botanica Residence 1203	fields is 40. Enter your information using alphabets, even for countries or region	IS
Home Telephone Nu	mber +99999999999999	where Chinese characters are used. E.g.: 89 Xisanhuan Beilu,	
Please input numbers with hy	phen.Enter the home phone number or	Haidian District, 10089 Beijing, Chipa	
Mobile Telephone Nu	umber	Todos Beljing, China	
Please input numbers with hy	phen.Enter the home F	elenhone Number: Mobile Telenhone Number]	
Email Address	Be sure to necessar Number" country	o enter a telephone number that can be used to get in touch with you as it will be to contact you about the enrollment procedures. Either a "Home Telephone or a "Mobile Telephone Number" must be entered. If outside Japan, enter the code as well.	10

# **1** Registration and Correction of Personal Information

#### **Procedure 1 Registration of Personal Information**

Guarantor's Information/Tuition Fee Billing Address (who is responsible for the payment of your tuition fees) <u>are displayed based on the information you</u> <u>submitted for your application</u>. Please make changes if necessary. If you do not need to make any changes, please proceed to the next step.

Guarantor's Information at the time of application is registered here.	
Please re-enter the following information if it needs correction.  Please input 8 numbers with hyphen. If your address of the second se	s is outside Japan, please input '909-9999'.
Postal Code 955-5555	
Prefecture * Other than those above	
City * Pasar Minggu DKI Jakarta Indonesia	Please input your City and County.
Street No. * Jl. Salihara No.99 RT/RW 999/999	
Please input your Town, Village and Street Number.	
Building AAAAA Please inp	ut the name of your apartment.
Home Telephone Number +9999999999999	
Please input numbers with hyphen.Enter the home phone number or mobile phone number of your home address.  Mobile Telephone Number	
Please input numbers with hyphen.Enter the home phone number or mobile phone number of your home address.	[Guarantor's Information]
Guarantor's Information	Select your father, mother, brother, sister, or spouse as guarantor. If
Guarantor's Information at the time of application is registered here.	none of the above relatives can become a guarantor, fill in the address,
Please re-enter the following information if it needs correction.  Put a spain	name, etc., of a someone who is not a dependent and can reliably fulfill
	If your quarantor resides outside Japan, enter the overseas address (a quarantor
Relationship * Father	does not need to reside in Japan or be a Japanese citizen).
Others If you select 'other', input	the
Postal Code • 999-9999 Q Please input 8 numbers with hyphen. If your address	s is outside Japan, please input '099-9090'.
Prefecture * Other than those above •	
City * Pasar Minggu DKI Jakarta Indonesia	[Home Telephone Number · Mobile Telephone Number]
Street No. * Jl. Salihara No.99 RT/RW 999/999	Either a "Home Telephone Number" or a "Mobile Telephone Number" must be entered.
Please Input your Town, Village and Street Number.	
Building Please in	
Home Telephone Number +999999999999	
Please input numbers with hyphen.Enter the guarantor's home phone number or mobile phone number.	
Mahila Talashasa Musahasa	
Mobile Telephone Number	
Please input numbers with hyphen.Enter the guarantor's home phone number or mobile phone number.	[Tuition Fee Billing Address] (Japan Address Only)
Please input numbers with hyphen.Enter the guarantor's home phone number or mobile phone number. Guarantor's information (who is responsible for the payment of your Tuitie	[Tuition Fee Billing Address] (Japan Address Only) This is the address where the bill for your Tuition Fees will be sent after enrollment.
Please Input numbers with hyphen.Enter the guarantor's home phone number or mobile phone number. Guarantor's information (who is responsible for the payment of your Tuitio Guarantor's Information at the time of application is registered here. Please re-enter the following information if it needs correction.	<b>[Tuition Fee Billing Address] (Japan Address Only)</b> This is the address where the bill for your Tuition Fees will be sent after enrollment.
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Piconic receptione Number         Piease input numbers with hyphen.Enter the guarantor's home phone number or mobile phone number.         Guarantor's information (who is responsible for the payment of your Tutter         Guarantor's Information at the time of application is registered here.         Please re-enter the following information if it needs correction.         Name *       RITS_RITS_UYANTI         Put a spat         Others       If you select 'other', input	<b>[Tuition Fee Billing Address] (Japan Address Only)</b> This is the address where the bill for your Tuition Fees will be sent after enrollment.
Piconic Telephone Number         Piese input numbers with hyphen. Enter the guarantor's home phone number or mobile phone number.         Guarantor's information (who is responsible for the payment of your Tuiti-         Guarantor's Information at the time of application is registered here.         Piesse re-enter the following information if it needs correction.         Name •       RITS_RITS_UYANTI         Put a spain         Others       If you select 'other', input         Postal Code •       999-9999         Q       Please input a numbers with hyphen. If your addres	<b>LTuition Fee Billing Address (Japan Address Only)</b> This is the address where the bill for your Tuition Fees will be sent after enrollment. the specific relation. the specific relation.
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Piconic receptione number         Piesse input numbers with hyphen.Enter the guarantor's home phone number or mobile phone number.         Guarantor's Information (who is responsible for the payment of your Tuthing Guarantor's Information at the time of application is registered here. Piesse re-enter the following information if it needs correction.         Name • RITS_RITS_UYANTI       Put a spain of the second	Image: Contract of the second seco
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Proble Telephone Number         Please input numbers with hyphen.Enter the guarantor's home phone number or mobile phone number.         Guarantor's information (who is responsible for the payment of your Tuiti- Guarantor's Information at the time of application is registered here. Please re-enter the following information if it needs correction.         Name •       RITS_RITS_UYANTI         Put a spei         Relationship •       Self         Others       If you selet 'other', input         Postal Code •       999-9999         Prefecture •       Other than those above         City •       Jawa Barat Indonesia         Street No. •       RT. 999, RW.999, JL Margonda Raya, Kav         Please input your town, village and Street Number.       Please input form, village and Street Number.         Building       Botanica Residence 1203       Please input numbers of the billing address.	Image: Control of the second secon
Proble Telephone Number         Please input numbers with hyphen.Enter the guarantor's home phone number or mobile phone number.         Guarantor's Information (who is responsible for the payment of your Tuiti- Guarantor's Information at the time of application is registered here. Please re-enter the following information if it needs correction.         Name •       RITS_RITS_UYANTI         Put a spain       Put a spain         Others       If you select 'other', input         Postal Code •       999-9999         Prefecture •       Other than those above         City •       Jawa Barat Indonesia         Street No. •       RT. 999, RW.999, JL Margonda Raya, Kav         Please input your town, village and street Number:       Please input your town, village and street Number:         Home Telephone Number       +999999999999999999999999999999999999	Image: Control of the second secon
Proble releptione Number         Flease input numbers with hyphen.Enter the guarantor's home phone number or mobile phone number.         Guarantor's Information (who is responsible for the payment of your Tuthi         Guarantor's Information at the time of application is registered here.         Please re-enter the following information if it needs correction.         Name • RITS_RITS_UYANTI         Put a spain         Relationship • Self         Others       If you select 'other', input         Postal Code • 999-9999       Please input a numbers with hyphen. If your addres         City •       Jawa Barat Indonesia         Street No. •       RT. 999, RW.999, Jl. Margonda Raya, Kav         Please input your town, Village and Street Number:       Please input your town, Village and Street Number:         Building       Botanica Residence 1203       Please input         Home Telephone Number       +99999999999         Flease input numbers with hyphen.Enter the home phone number or mobile phone number of the billing address.         Mobile Telephone Number       Hence phone number or mobile phone number of the billing address.	Inition Fee Billing Address] (Japan Address Only)         This is the address where the bill for your Tuition Fees will be sent after enrollment.         a between your family and given names.         the specific relation:         a is outside tapen, please input '900-9000'.         Please input your City and County.         at the         It Home Telephone Number/Mobile Telephone Number]         Either a "Home Telephone Number" or "Mobile Telephone Number" needs to be entered. Enter hyphens if they are missing.
Proble releptione Number         Proble releptione Number         Flesse input numbers with hyphen.Enter the guarantor's home phone number or mobile phone number.         Guarantor's Information (who is responsible for the payment of your Tution         Guarantor's Information at the time of application is registered here.         Plesse re-enter the following information if it needs correction.         Name • RITS_RITS_UYANTI         Put a spain         Relationship • Self         Others       If you select 'other', input         Prefecture • Other than those above       If you address         City • Jawa Barat Indonesia       Street No. • RT. 999, RW.999, JL Margonda Raya, Kav         Flesse input your town, Village and Street Number:       Building         Building       Botanica Residence 1203         Please input numbers with hyphen.Enter the home phone number or mobile phone number of the billing address.         Mobile Telephone Number       +999999999999         Please input numbers with hyphen.Enter the home phone number or mobile phone number of the billing address.         Mobile Telephone Number       +999999999999         Please input numbers with hyphen.Enter the home phone number or mobile phone number of the billing address.         Mobile Telephone Number       +999999999999	Initial Content Billing Address] (Japan Address Only)         This is the address where the bill for your Tuition Fees will be sent after enrollment.         at the         Image: Content Information]         Etheren your family and given names:
Proble Repriorie Number         Presse input numbers with hyphen.Enter the guarantar's home phone number or mobile phone number.         Guarantor's Information (who is responsible for the payment of your Tuitie         Guarantor's Information at the time of application is registered here.         Plesse input numbers with hyphen.Enter the goarantar's home phone number or mobile phone number.         Name • RITS_RITS_UYANTI         Put a spatial code • 999-9999         Postal Code • 999-9999         Prefecture • Other than those above         City • Jawa Barat Indonesia         Street No. • RT. 999, RW.999, Jl. Margonda Raya, Kav         Please Input your town, village and street Number.         Building       Botanica Residence 1203         Please Input numbers with hyphen.Enter the home phone number or mobile phone number of the billing address.         Mobile Telephone Number       +99999999999         Please Input numbers with hyphen.Enter the home phone number or mobile phone number of the billing address.         Mobile Telephone Number       +999999999999         Please Input numbers with hyphen.Enter the home phone number or mobile phone number of the billing address.         Emergency Contact Information       Name • RITS_RITS_UYANTI	Image: Control of the provided in the provided
Proble releptione Number         Proble releptione Number         Please input numbers with hyphen.Enter the guarantor's home phone number or mobile phone number.         Guarantor's Information (who is responsible for the payment of your Tuiti- Guarantor's Information at the time of application is registered here. Please re-enter the following information if it needs correction.         Name •       RITS_RITS_UYANTI         Put a spainter       Put a spainter         Relationship •       Self         Others       If you select 'other', input         Postal Code •       999-9999         Q       Please input a numbers with hyphen. If your address         Prefecture •       Other than those above         City •       Jawa Barat Indonesia         Street No. •       RT. 999, RW.9999, Jl. Margonda Raya, Kav         Please input numbers with hyphen.Enter the home phone number or mobile phone number of the billing address.         Mobile Telephone Number       +999999999999999999         Please input numbers with hyphen.Enter the home phone number or mobile phone number of the billing address.         Mobile Telephone Number       +99999999999999         Please input numbers with hyphen.Enter the home phone number or mobile phone number of the billing address.         Emergency Contact Information       Name •         Name •       RITS_RITS_UYANTI       Please input numbers with	Image: Contract Information]         Character Set

### **Procedure 2 Education Information Registration**

Please confirm the information registered at the time of your Application. Click "Confirm" if there are no errors.

			JAPANESE   📩 Manual   Log	but
R立命館大学 Ritsumeikan Univ	ersity	2017-	Account:EXP8003 Name:立尾 f 06-14T15:09:15.358101 [ADP80FB] [	564 計依 OT]
[Ritsu-Mate My Page] > [Enrollment Procedures] >	[Registration and Correction of Pers	ional Information]		
Personal Education Information Confirmation	Confirmation of Registration Information	ompleted		
Education Information Confir	mation			

Please confirm your education information.

The information at the time of application is registered here. If it needs correction, please follow instruction in our Application Handbook II.

High School Code       52000E         High School Name       ABC High School         Hich School Course       3-Year Senior High School Graduate	Application eligibility	Information		[Each Columns] After your application, we changed your Education Information appropriately
High School Name     ABC High School       Hich School Course     3-Year Senior High School Graduate	High School Code	52000E		based on your application Documents. If you find items to be corrected, please contact International Admissions Office
Hich School Course 3-Year Senior High School Graduate	High School Name	ABC High S	School	
	Hich School Course	3-Year	r Senior High S	School Graduate
(Estimated) Graduation Date 2018/03	(Estimated) Graduati	on Date	2018/03	

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# **1** Registration and Correction of Personal Information

#### **Procedure 3 Confirmation of Personal Information**

If there are no errors, please click "Register".

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

				JAPANESE   📩 Manual   Logo
立命館大学	Ż Ritsumeikan University			Account : EXP80080 Name : RITS_ RITS_UYAN 2017-06-16T13:19:34.482238 [ADP20C0] [0
su-Mate My Page] > [Er	nrollment Procedures] > [Registration	and Correction of P	Personal Information]	
rsonal	Education Confirm Information Registr Inform	nation of ation ation	Completed	
Confirmation o	of Personal Informatio	n		
ase check your inform	nation listed below.			
Personal Information	n			
Name	RITS_RITS_UYANTI			
Name (Katakana)	RITS_RITS_UYANTI			
Gender	Female			
Date of Birth	1993/06/18			
Nationality	IDN : Republic of Indonesia			
Postal Code	999-9999			
Prefecture	Other than those above			
City	Jawa Barat Indonesia			
Street No.	RT. 999, RW.999, Jl. Margon	da Raya, Kav		
Building	Botanica Residence 1203			
Home Telephone Nu	mber +99999999999999			
Mobile Telephone Nu	umber			
Status				
Graduate School Co	de			
Graduate School Na	me			
Major				
Degree				
(Estimated) Gradua	tion Date of Graduate School.			
*Some sectio	ns are omitted.			
Academic Standing				
Status				
Univercity/Graduate	School Code			
Univercity/Graduate	School Name			
Maior				
Major Dearee				

# **1** Registration and Correction of Personal Information

#### **Procedure 4 Completion of Registration of Personal Information**

The registration of personal information is completed.

You can return to the menu screen by clicking "Completed".

R立命館大学 Ritsumeikan University	JAPANESE   📩 Manual   Logout Account : EXP8008033 Name : RITS_ RITS_UYANTI 2017-06-16T13:29:07.545741 [ADP20R0] [OT]
[Ritsu-Mate My Page] > [Enrollment Procedures] > [Registrati	n and Correction of Personal Information]
Registration of Personal     Registration of Education     Confirm Registr       Information     Information     Information	ation of Completed ation ation
Completion of Registration of Perso	nal Information
Your personal information has been successfully regis	ered
Completed	

(c) Ritsumeikan Trust. All rights reserved.

On the menu screen, the date and time will be displayed in the "Final Registration Date" section. You can make changes during the designated period for online enrollment procedures.

	📥 Manual   Logout
R立命館大学 Ritsumeikan University	Account:EXP8008237 Name:立口 命太 2017-08-09T17:35:23.449829 [ADP11L0] [IT]
[Ritsu-Mate My Page] > [Enrollment Procedures]	

#### Enrollment Procedures

Please complete all the enrollment procedures within designated periods after reading "Enrollment Procedures Handbook II" thoroughly. Each procedures such as payment of the Admission Fee, the Tuition Fees and submission of the Enrollment Documents by post as well as online enrollment procedures must be completed by the enrollment procedures deadline.

(Total 4 item(s))

		Enrollment Procedures	Final Registration Date
Reg		Registration and Correction of Personal Information	2017/08/09 17:35:12
Reg		Registration and Correction of International Student Information	
	Create	Download mailing label for Enrollment Documents	

	-	-	
	u	5	N

#### **Procedure 1** Registration of Family Information ①

Please click "Reg" below for the "Registration and Reference of Family Information".

	Enrollment Pr	rocedures	Final Registration Date
)	Registration and Correction of Personal Information		
	Registration and Reference	of Family Information	
Family inform Student Edu You cannot	nation will be used when providing information to your cation Assistance or in case of an emergency etc. Pleas modify this information once it is registered. Pleas	guardians from Ritsumeikan University and Ritsur ase enter the information at the time of your enroll se notify the International Admissions Office if	meikan University Parents Association ment (expected information accepted any corrections or changes need
Registrat	on of Family Information	You have to enter the "Name" and "Daytime Contact N	umber" of either your "Father", "Mother" o
Enter Family Info Refer to the Alur	rmation by referring to "Enrollment Procedures Handbook II". nni Code / Occupation Code here.		
Guarantor's Information Enter information as of time of enrollment		[Guarantor's Information]	
		If you have neither a father nor mother, you do not nee your guarantor's information in the columns below. If you	d to enter information here. Please enter ou are an international student whose
(scheduled / pl	Inned information is acceptable)	parents reside overseas, please enter the overseas ad reside in Japan).	dress (your guarantor does not need to
Name	Taro Ritsumei Put a space between yo	ar family and given names.	
Norre (Make)	Put a space between	your family and given names.	
Name (Katal	ana) Taro kusumer	[Alumni Code/Graduation Year]	
Age Alumni Cod	e 2311 In case you are a Riburnelian graduate, refer to the coor economic	Select the Alumni Code/Occupation Code from the link your guarantor is an alumni of Ritsumeikan University of	above and enter the graduation year onl or its affiliated schools.
Graduation 1	ear 1975		
Organization	/Company Name RITSUMEI Corporation	Organization/Company Name, Occup	ation Code]
Occupatio	n Code 215 Refer to the code above and insuit the role out onte	Select the Occupation Code from the above link "Alumn need to enter if your guarantor is a housewife, a pension	ni Code/Occupation Code". You do not on recipient or has no occupation etc. Thi
Daytime (	Iontact Number Please input numer	data will be used for statistics so please select a code of which to select.	of a similar occupation if you do not know
Email Ad	dress abc@sample.ac.jp		
Palationshin	to the Applicant Mother		1
Mama	Hanake Rike week	This contact information will be used by the university a	and Ritsumeikan University Parents
Nome	Putrover hissonies	Association of Student Education Assistance, including contact information that can be reached during the day	g in case of an emergency. Please enter time.
Name (Kata	ana) Pranoko Rusumer		
Age	45		
Alumni Coo	e In case you are a kosumerican graduate, reter to the code above and input the reter	ars code.	
Graduation 1	ear		
Organization	/Company Name		
Occupation	Code Refer to the code above and input the relevant code.		
Daytime Cor	Please input numbers with hyphen.		
Email Addre	ss abc@sample.ac.jp		
If neither of yo	ur parents is your guarantor, fill in the information below.		
Palatio	shin to the Applicant		
Treaster		enter the information below, starting from the name	ne applicable relationship to the applica le.
Name	Put a space between y	our famil	
Name (Kata	kana) Put a space between	n your family and given names.	
Age			
Alumni Co	de In case you are a Ritsumelian graduate, refer to the code above and input the relev	ant code:	
	Year		
Graduation			
Graduation	1/Company Name		
Graduation Organizatio Occupation	VCompany Name Refer to the code above and input the relevant code.		

# 2 Registration and Reference of Family Information

#### Procedure 1 Registration of Family Information 2

If your sibling is currently enrolled in a college at Ritsumeikan University (excluding graduate schools) or was enrolled in the past (graduated, withdrew etc.), the Registration Fee (5,000 yen) for the Ritsumeikan University Parents Association of Student Education Assistance will be refunded. Also, if your sibling is currently enrolled in a college at Ritsumeikan University, the Membership Fee for one person (10,000 yen) will be refunded, so please enter the information as below and click "Confirm".

Sibling's Information if enrolled now or in the past in Ritsumeikan colleg	es
Enter sibling's information if she/he is/was enrolled in Ritsumeikan colleges (excludir You will be reimbursed for Registration Fee of Parents Association of Student Educat Where we can not confirm the information, we will not refund the fee.	ig graduate schools). Ion Assistance.
Name Ichiro Ritsumei	Put a space between your family and given names.
Name (Katakana) Ichiro Ritsumei	Put a space between your family and given names.
College	
Student ID Number 12345678901 Prout numbers without hyphe	n.
Graduation Year 2012	
Name	Put a space between your family and given names.
Name (Katakana)	[Student ID Number]
College	If your sibling is currently enrolled, enter the current student ID number. If he/she was enrolled in the past, enter the student ID number at the time of graduation. You do not need to enter if the
Student ID Number Input numbers und	number is unknown.
Graduation Year	
	[Graduation Year]
Name	enrolled, you do not need to enter the expected graduation year.
Name (Katakana)	Enter 2017 if he/she is graduating in March 2018 (Academic Year 2017).
Collana	Enter 2017 if he/she is graduated in September 2017 (Academic Year 2017).
Graduation Year 2012	
Name	If you have 4 or more applicable siblings, enter the information of the oldest 3. If twins or siblings enrolled at the same time, enter their "Name", "Name (Katakana)",
Name (Katakana)	and "College" only.
College	
Student ID Number Input numbers without hyphen.	
Graduation Year	
Name	Put a spice between your family and given names.
Name (Katakana)	Put a space between your family and given names.
College	
Student ID Number Input numbers without hyphen.	
Graduation Year	
Back Confirm >	

## Procedure 2 Confirmation of Family Information

Confirm your family information and click "Confirm". You cannot make any changes once it is registered, so make sure that there are no errors. Please notify MANABI Station on your campus if you need to make any changes after registration.

#### Registration of Family Information

Guarantor	's Informatio	n		
Graduation Year	2012			
Name				Put a space between your family and given names.
Name (Katakana)				Put a space between your family and given names.
College				
Student ID Numb	er		Enput numbers without hyphen.	
Graduation Year				
		^Some	sections are omitted.	
Name				Put a space between your family and given names,
Name (Katakana)				Put a space between your family and given names.
College				
Student ID Numb	Br		Input numbers without hyphen,	

#### **Procedure 3 Completion of Registration of Family Information**

Registration of family information has been completed. Click "Completed" to return to the menu.

	JAPANESE   📥 Manual   Logout
R立命館大学 Ritsumeikan University	Account : EXP8008033 Name : RITS_ RITS_UYANTI 2017-06-16T13:50:44.705583 [ADP30R0] [OT]
[Ritsu-Mate My Page] > [Enrollment Procedures] > [Registration and Correction of Information]	
Enter International Confirmation of Registration	
Completion of Registration of Family Information	
You have successfully registered your family information.	
Completed	
	(c) Ritsumeikan Trust. All rights reserved.
Desistantian data and time will be displayed in the "Final Desistantian Data" section	

Registration date and time will be displayed in the "Final Registration Date" section. "Reg" will not be displayed once the information is registered and no changes can be made. The "Ref" link will be displayed where the registered information can be checked.

#### **Enrollment Procedures**

Please complete all the enrollment procedures within designated periods after reading "Enrollment Procedures Handbook II" thoroughly. Each procedures such as payment of the Admission Fee, the Tuition Fees and submission of the Enrollment Documents by post as well as online enrollment procedures must be completed by the enrollment procedures deadline.

(Total 5 item(s))

	Enrollment Procedures	Final Registration Date
Peg	Registration and Correction of Personal Information	
ef	Registration and Reference of Family Information	2017/08/09 17:42:09

#### Procedure 1 Register International Student Information

All students of foreign nationality must register international student information. This includes special permanent residents and permanent residents. Registration is not necessary for those who are Japanese nationality or have dual nationalities that includes Japanese nationality. If you have dual nationalities and neither of these include Japanese citizenship, enter the information of the passport you use when entering Japan.

Click "Register" for " **[For Non-Japanese Applicants "Registration and Correction of International Student Information"** on the Online Enrollment Procedures page.

(Total 4 item(s))

		Enrollment Procedures	Final Registration Date
Reg		Registration and Correction of Personal Information	2017/08/09 17:35:12
Reg		Registration and Correction of International Student Information	
	Create	Download mailing label for Enrollment Documents	8

## **3** [For Non-Japanese Applicants] Registration and Correction of International Student Information

#### Procedure 1 Register International Student Information

Register your international student information. You can modify your information on "Registration and Correction of International Student Information" during the designated period of the online enrollment procedures. You do not need to enter any undecided items before entering Japan. Click "Confirm" when you finish entering the information.

<form>          文作的前大学 Ritsmelikan University         Completed           Department         Completed         Department         &lt;</form>				JAPANESE   🛃 Manual   Log
beginted by Page] © (Confirmation of Information o	2 立命館大学	Ritsumeikan Universit	У	Account : EXP8008 Name : RITS_ RITS_UYA 2017-06-16T13:47:43.106945 [ADP30F0] [
provide and provi	tsu-Mate My Page] > [E	nrollment Procedures] > [Regi	stration and Correction of	Information]
Registration of International Student Information     Ase complete the form below.     * Required field     International Student Information     Name • RITS_RITS_UYANTI      Resident Status   Resident Status      Resident Status   Resident Status   Resident Status   Resident Status      Resident Status   Resident Status   Resident Status   Resident Status      Resident Status   Resident Status   Resident Status   Resident Status      Resident Status         Resident Status   Resident Status   Resident Status    Resident Status         Resident Status   Resident Status         Resident Status   Resident Status      Resident Status   Resident Status    Resident Stat	egistration of nternational tudent nformation	Confirmation of Registration Information	Completed	
ase complete the form below.	Registration o	f International Stu	ident Informat	ion
International Student Information         Name       RITS_RITS_UVANTI         Nationality       IDN : Republic of Indonesia         Resident Status	ase complete the for	m below.		[Name (alphabet) ]
Name       RITS_RITS_UVANTI       Chaincality         Nationality       IDN : Republic of Indonesia       Provide Undonationality of the passport you use when entering Japan in the second nationality of the passport you use when entering Japan in the second nationality of the passport you use when entering Japan in the past indonative accept for Special Permanent Residents and entered to enter these lisms if you are a special permanent resident status.         Resident Status       Image: Contending the Contexport of the Special Permanent Residents and the second nationality of the passport you use when entering Japan in the past on a Japanese Government (Montukanakuscho) Sch       Resident Status : The passe answer to the following questions.         Scholarship Information       Image: Contending the Contending the Contending the pass state there.       Select whether or not you have experience studying in Japan in the past on a Japanese Government (Montukanakuscho) Sch         Study Abroad Period: TROM       VVV/MMUDD       Please enter If you have learning experience at a Japanese Japanese Language School Code: Japanese Language School Name]         Japanese Language School Code       Image: Japanese Language School Code: Japanese Language School Name]         Japanese Language School Code       Image: Japanese Language School Name]         Japanese Language School Name       The name of the Japanese Language School Name; Japanese Language School Name; Japanese Language School Name; Japanese Language School Name; Japanese Languages	International Stude	nt Information		
Nationality       IDN : Republic of Indonesia       If you have built hatbonalities and neither of these is Japaneses         Resident Status       IResident Status I       Select appropriate resident status.         Resident Status       Image: Status I       Select appropriate resident status.         Resident Status       Image: Status I       Select appropriate resident status.         Resident Status       Image: Status I       Select appropriate resident status.         Resident Status       Image: Status I       Select appropriate resident status.         Resident Status       Image: Status I       Select appropriate resident status.         Resident Status       Image: Status I       Select whether or not you have experience statying in Japan in the past on a Japanese government (Monbukatakusho) Sch         Plase senter if you have experience statying in Japan in the past on a Japanese government scholarship.       Select whether or not you have experience statying in Japan in the past on a Japanese government scholarship.         Study Abroad Period: FROM       YWYMMUD       Please enter if you have learning experience at a Japanese Language School Name         Japanese Language School Name       Image: Language School Name       Image: Language School Name         Enrollment Date       YWYMMUD       Image: Language School Name       Image: Language School Name         Graduation Date       YWYMMUD       Image: Language School Name	Name *	RITS_RITS_UYANTI		[Nationality] Select the nationality of the passport you use when entering Japan
Resident Status       Image: Content Status       Image: Content Status       Image: Content Status         Resident Status       Image: Content Status       Image: Con	Nationality *	IDN : Republic of Indo	onesia	nationality
Applicants possessing Non-Japanese Nationality except for Special Permanent Residents and       Select appropriate resident status.         Resident Status       Image: Control Contecontre Control Control Control Contro Control Control	Resident Status			[Resident Status]
Resident Status       Image: Contend of the status         Expiry Date       Vivi (Mutter)         Financial Aid       C MEXT Scholarship       Privately finance         Financial Aid       C MEXT Scholarship       Privately finance         Scholarship Information       Vivi/Mutter       Select whether or not you have experience studying in Japan in the past on a Japanese Government (Monbukaoakusho) Sch         You are envolving for college, please select 'noner.       Select whether or not you have experience studying in Japan in the past on a Japanese government scholarship.         If yes, please answer to the following questions.       Vivi/Mutter         Study Abroad Period: FROM       Vivi/Mutter         Japanese language Organization before your enrollment       Japanese Language School Code-Japanese Language School Name]         Japanese Language School Name       Click on the magnifying glass button, enter the Japanese Language school name, and search.         Japanese Language School Name       The name of the school manuely. If you cannot find if with this school will be entered automatically. If you cannot find if with the school manually.         Back       Control       Control	Applicants possessing Non-Ja	panese Nationality except for Specia	al Permanent Residents selec	Select appropriate resident status.
Expiry Date       VYYANNOC         Financial Aid          • MEXT Scholarship         • Privately finance         YYYANYOD           YuvyAnyon          Financial Aid          • MEXT Scholarship         • Privately finance         YvyYANYOD           YuvyAnyon          Scholarship Information           YvyYANYOD           YvyYANYOD          Scholarship Information           YvyYANYOD           Select whether or not you have experience studying in Japan in         the past on a Japanese government scholarship.          Yvy Abroad Period: FROM           YvyYANYOD           Select whether or not you have experience studying in Japan in         the past on a Japanese government scholarship.          Japanese Language Organization before your enrollment           Please enter if you have learning experience at a Japanese         Language Organization before your enrollment          Japanese Language School Code           Quinterse           Japanese Language School Name          Enrollment Date           YvyYAM           The name of the spanese language school name, and search.          Japanese Language School Name           The name of the spanese language school name, entered         automatically. If you cannot find it with his search function, enter         '999* and input the name of the school manually.          Back         Contrm>	Resident Status			in the second seco
Financial Aid       C MEXT Scholarship       Privately finance         Vou do not need to enter these items if you are a special permanent resident or if they are undecided.         (Scheduled) Date of Arrival       VVVV/MB/DD         Scholarship Information       Past Experience with Japanese Government (Monbukagakusho) Sch         Types are enrolling for College, please select 'none!       Select whether or not you have experience studying in Japan in the past on a Japanese government scholarship.         Study Abroad Period: FROM       VVV/MB/DD         Study Abroad Period: TO       VVV/MB/DD         Japanese language Organization before your enrollment       Japanese Language School Code-Japanese Language School Name         Japanese Language School Code       Q         Japanese Language School Name       VVV/MB/DE         Enrollment Date       VVV/MB/DE         Mortine Date       VVV/MB/DE         Back Confirm>       Enrollment Date	Expiry Date	0	YYYY/MM/DD	[Resident Status · Expiry Date]
(Ccheculad) Date of Arrival   Scholarship Information  Past Experience with Japanese Government (Monbukagakusho) Sch  thy our envolling for College, please select 'none! *If yes, please answer to the following questions. Study Abroad Period: FROM  VYYV/MM/DD  Study Abroad Period: TO  VYYV/MM/DD  Japanese Language Organization before your enrollment Japanese Language School Code  Japanese Language School Code  Graduation Date  VYYV/MM  Back Confirm >  Centrel Date - Graduation Date with the format of  Enrollment Date  Centrel School Mane  Centrel	Financial Aid *	C MEXT Scholarship	Privately finance	You do not need to enter these items if you are a special permanent resident or if they are undecided.
Scholarship Information         Past Experience with Japanese Government (Monbukadakusho) Sch         If you are enrolling for College, please select 'none!         *If yes, please answer to the following questions.         Study Abroad Period: FROM         Ymm/MM/DD         Study Abroad Period: TO         University         Japanese Language Organization before your enrollment         Japanese Language School Code         Japanese Language School Name         Enrollment Date         Ymm/MM         Back         Confirm>	(Scheduled) Date of	f Arrival	YYYY/MM/DD	
Past Experience with Japanese Government (Monbukagakusho) Sch       Select whether or not you have experience studying in Japan in the past on a Japanese government scholarship.         If yes, please answer to the following questions.       Select whether or not you have experience studying in Japan in the past on a Japanese government scholarship.         Study Abroad Period: FROM       YYY/MMVDD       Please enter if you have learning experience at a Japanese language organization before your enrollment.         University       Please enter if you have learning experience at a Japanese language Organization before your enrollment         Japanese Language Corganization before your enrollment       Japanese Language School Code         Japanese Language School Code       Click on the magnifying glass button, enter the Japanese language school name, and search.         Japanese Language School Name       YYY/MM         Graduation Date       YYY/MM         Back       Confirm >	Scholarship Informa	ition		
If you are enrolling for College, please select 'none!       Select whether or not you have experience studying in Japan in the past on a Japanese government scholarship.         If yes, please answer to the following questions.       YYYY/MM/DD         Study Abroad Period: FROM       YYYY/MM/DD         University       Please enter if you have learning experience at a Japanese language Organization before your enrollment         Japanese Language School Code       Image: Confirm Select Mether or not you have experience at a Japanese language School Name         Enrollment Date       YYYY/MM         Back       Confirm Select Mether or not you have experience studying in Japan in the past and graduation date with the format of	Past Experience with	h Japanese Government (	Monbukagakusho) S	ch
Study Abroad Period: FROM       YYYYMM/DD         Study Abroad Period: TO       YYYYMM/DD         University       Please enter if you have learning experience at a Japanese language organization before your enrollment.         Japanese language Organization before your enrollment       Japanese Language School Code         Japanese Language School Code       Image: Confirm School Name         Enrollment Date       YYYYMM         Graduation Date       YYYYMM         Back       Confirm School Name         Enrollment Date       YYYYMM         Back       Confirm School Name	If you are enrolling for Colleg *If yes, please answer f	e, please select 'none'. to the following questions.		Select whether or not you have experience studying in Japan in the past on a Japanese government scholarship.
Study Abroad Period: TO       YYY/MM/DD       Please enter if you have learning experience at a Japanese language organization before your enrollment.         Japanese language Organization before your enrollment       Japanese Language School Code       Click on the magnifying glass button, enter the Japanese language school name, and search.         Japanese Language School Name       Click on the magnifying glass button, enter the Japanese language school name, and search.         Graduation Date       YYY/MM         Back       Confirm >	Study Abroad Period	d: FROM	YYYY/MM/DD	
University Japanese language Organization before your enrollment Japanese Language School Code Japanese Language School Code Click on the magnifying glass button, enter the Japanese Language School Name Enrollment Date VYYY/MM Graduation Date VYYY/MM Back Confirm > Confirm > CIEnrollment date and graduation date with the format of	Study Abroad Period	i: TO	YYYY/MM/DD	Please enter if you have learning experience at a Japanese language organization before your enrollment.
Japanese language Organization before your enrollment         Japanese Language School Code         Japanese Language School Name         Japanese Language School Name         Enrollment Date         YYYY/MM         Graduation Date         Back Confirm >	University			
Japanese Language School Code       Click on the magnifying glass button, enter the Japanese Language School Name         Enrollment Date       YYYY/MM         Graduation Date       YYYY/MM         Back       Confirm >         Enrollment Date       YYYY/MM         Enrollment Date       YYYY/MM         Graduation Date       YYYY/MM         Enrollment date and graduation date with the format of	Japanese language	Organization before your	enrollment	[Japanese Language School Code· Japanese Language School Name]
Japanese Language School Name         Enrollment Date         Graduation Date         YYYYMM         Back         Confirm >         Image: Confirm >	Japanese Language	School Code	٩	Click on the magnifying glass button, enter the
Enrollment Date       YYYY/MM         Graduation Date       YYYY/MM         Back       Confirm >         Enrollment Date       Enrollment Graduation Date	Japanese Language	School Name		
Graduation Date       YYYYMM       The name of the Japanese language school will be entered automatically. If you cannot find it with this search function, enter "099" and input the name of the school manually.         Back       Confirm >       [Enrollment Date • Graduation Date]         Enter the enrollment date and graduation date with the format of	Enrollment Date	- m	/MM	
Back Confirm > [Enrollment Date · Graduation Date] Enter the enrollment date and graduation date with the format of	Graduation Date	YYY1	//MM	The name of the Japanese language school will be entered automatically. If you cannot find it with this search function, enter "099" and input the name of the school manually.
"YYYY/MM".	Back Confirm >			[Enrollment Date · Graduation Date] Enter the enrollment date and graduation date with the format of "YYYY/MM".

## 3 [For Non-Japanese Applicants] Registration and Correction of International Student Information

#### **Procedure 2 Confirmation of International Student Information**

This is the confirmation page for international student information. If there are any errors, click "<Back" to modify. If not, click "Register".

					JAPANESE   📩 Manual   Log
立命館大學	学 Ritsumeikan Univer	sity		201	Account : EXP8008 Name : RITS_ RITS_UYA 7-06-16T13:48:55.930534 [ADP30C0] [
I-Mate My Page] > [E	nrollment Procedures] > [F	egistration and Corr	ection of Information]		
istration of rnational lent Information	Confirmation of Registration Information	Completed			
Confirmation	of International	Student Inf	ormation		
Committation	of international s	Judent Init	ination		
e check your inform	mation listed below.				
nternational Stude	nt Information				
Name	RITS_RITS_UYANT				
Nationality	IDN : Republic of In	donesia			
Resident Status					
Resident Status					
Expiry Date					
Financial Aid	Privately financed				
Scheduled) Date o	f Arrival	A.			
Scholarshin Informa	ation				
)est Fusciens wit	h 1	t (Maabulaasla	aha) Cabalasahina	Net Twint	
ast experience wit	n Japanese Governmer	с (моприкауакс	sno) scholarships.	NOL-EXIST	
Study Abroad Perio	d: FROM				
Study Abroad Perio	d: TO				
University					
apanese language	Organization before yo	ur enrollment			
apanese Language	School Code				
apanese Language	School Name				
Enrollment Date					
Graduation Date					

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## **3** [For Non-Japanese Applicants] Registration and Correction of International Student Information

## Procedure 3 Completion of Registration of International Student Information

Registration of international student information is complete. Click "Completed" to return to the menu.

R立命館大学 Ritsumeikan University	JAPANESE   📥 Manual   Logout Account : EXP8008033 Name : RITS_UYANTI 2017-06-16T13:50:44.705583 [ADP30R0] [OT]
[Ritsu-Mate My Page] > [Enrollment Procedures] > [Registration and Correction of Information]         Registration of International Student Information       Confirmation of Registration Information	
Completion of Registration of International Student Info	ormation

You have successfully registered your international student information.

|--|

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Registration date and time will be displayed in the "Final Registration Date" section on the menu screen. You can modify this information during the designated period of the online enrollment procedures.

	📥 Manual   Logout
R立命館大学 Ritsumeikan University	Account:EXP8008237 Name:立口 命太 2017-08-09T17:42:20.567412 [ADP11L0] [IT]
[Ritsu-Mate My Page] > [Enrollment Procedures]	
Enrollment Procedures	

Please complete all the enrollment procedures within designated periods after reading "Enrollment Procedures Handbook II" thoroughly. Each procedures such as payment of the Admission Fee, the Tuition Fees and submission of the Enrollment Documents by post as well as online enrollment procedures must be completed by the enrollment procedures deadline.

		(Total 4 item(s	
	Enrollment Procedures	Final Registration Date	
Reg	Registration and Correction of Personal Information	2017/08/09 17:35:12	
Reg	Registration and Correction of International Student Information	2017/08/09 17:42:09	
Create	Download mailing label for Enrollment Documents		

Back

# (Not to Use) Create mailing label for Enrollment Documents

English-medium Undergraduate Applicants will <u>not</u> use "Download mailing label for enrollment documents" function, but do send documents as indicated in "After Admission" website.

		📥 Manual   Logout
R 立命的	館大学 Ritsumeikan University	Account:EXP8008237 Name:立口 命太 2017-08-09T17:42:20.567412 [ADP11L0] [IT]
[Ritsu-Mate My P	Page] > [Enrollment Procedures]	
Enrollm	nent Procedures	
lease complet ach procedure nline enrollme	e all the enrollment procedures within designated periods after reading "Enri- es such as payment of the Admission Fee, the Tuition Fees and submission o ent procedures must be completed by the enrollment procedures deadline.	ollment Procedures Handbook ${\rm I\!I}$ "thoroughly. ${\rm y},$ f the Enrollment Documents by post as well as
		(Total 4 item(s))
	Enrollment Procedures	Final Registration Date
Reg	Registration and Correction of Personal Information	2017/08/09 17:35:12
leg	Registration and Correction of International Student Informat	ion 2017/08/09 17:42:09
Create	Download mailing label for Enrollment Documents	
Back	[Not to use]	