

After Admission

Once you have completed your application and are admitted to RU, you must complete the following steps.

*The information on this page is for reference only. The admission procedures differ for each successful applicant. Please be sure to complete the admission procedures according to the admission procedure guidelines which will be sent to successful applicants along with the notification of acceptance.

Steps

Step. 1 Receive notification of acceptance

The University sends out the results to the applicants by registered mail to addresses in Japan, or by courier to addresses outside Japan. Application numbers of applicants who are accepted into the University will be available on the University's English website from 17:00 pm on the result notification date (JST) for reference. The University will not provide any information regarding results by any other means, such as phone, fax, or e-mail.



Step. 2 Payment of Admission Fee

Please pay the Admission Fee (300,000 yen) during the specified period. Please note that once it has been received, the Admission Fee cannot be refunded under any circumstances.



Step. 3 Payment of Academic Fees

Please pay the Academic Fees (first semester tuition and membership fees) during the specified period.
*Students who must apply for a COE as described in Step.4 will receive the Academic Fee payment slip by email after the confirmation of their Admission Fee payment. Other students will receive the payment slip along with the 'Admission Guidelines' (see step.7).

*Some successful applicants are required to pay the Admission Fee and Academic Fees together.



Step. 4

Submit Certificate of Eligibility (COE) application and relevant documents (if applicable)

Non-Japanese who intend to stay in Japan for an extended period are required to apply for a visa at a Japanese Embassy or Consulate in the country they currently reside in before travelling to Japan. In general, non-Japanese who intend to study as an international student at a Japanese university will apply for the status of residence of 'Student'.

students submit the Certificate of Eligibility (COE) application to the University and the University confirms the payment of the necessary fees and submission of all the required documents by the deadline, Ritsumeikan University then will apply at the Japanese Immigration Bureau on behalf of the applicant (only when requirements are met).

The University will only apply for a COE on behalf of a student if the student intends to acquire the residence status of 'Student'. If you intend to enter Japan with a visa other than a 'Student' visa please apply on your own.

*People who possess Japanese nationality and non-Japanese living in Japan with a valid status of residence do not need to apply for COE.



Step. 5

Receive COE Confirmation of Scheduled Enrollment from the University (if applicable)

The Japanese Immigration Bureau issues the COE. The COE is sent to the University, and then the University sends the COE as well as the Confirmation of Scheduled Enrollment to the student. Please note that the COE is issued by the Japanese Immigration Bureau and the University will bear no responsibility if a COE is not issued due to the applicant's circumstances.



Step. 6

Apply for College Student Visa at the nearest Japanese Embassy/Consulate (if applicable)

To apply for the visa, you will need the COE, Confirmation of Scheduled Enrollment and your passport. Please contact Japanese Embassy/Consulate General of Japan in your country for details.



Step. 7

Receive 'Admission Guidelines'

The 'Admission Guidelines' will be sent to you by the University approximately one or two months prior to enrollment dates.



Step. 8

Submit Enrollment Documents

Students need to submit all the required enrollment documents specified in the 'Admission Guidelines' by the specified dates.



Step. 9

Fly to Japan!



Once your visa is issued, it is time to make arrangements for your arrival!
Students usually come to RU around 2 weeks prior to the entrance ceremony.

▶ [Access to Ritsumeikan University Kinugasa Campus](#)

There will be an orientation and entrance ceremony to help you adjust to life at RU.