

Ritsumeikan University Regulations for the Payment of Tuition and Fees (Excerpt)

December 21, 2005
Regulations No.670

(Purpose)

Article 1. These regulations prescribe matters pertaining to entrance examination fees, admission fees, tuition, practicum fees, matriculation fees, special enrollment fees, non-degree tuition, auditing fees, special course fees, trainee fees, researcher fees, foreign researcher fees, and professional training fees pursuant to Article 66 of the Ritsumeikan University Regulations (“University Regulations”) and Article 88 of the Ritsumeikan University Graduate School Regulations (“Graduate School Regulations”).

Article 2. Due dates for the payment of entrance examination fees are set forth in the applicable application guidelines.

(Enrollment procedure payments)

Article 3. The payments at the time of enrollment procedures prescribed in Article 24 of the University Regulations and Article 59 of the Graduate School Regulations shall be the admission fee and first semester tuition for the first year of enrollment for April enrollees and the admission fee and the second semester tuition for the first year of enrollment for September enrollees.

(Admission fee payment dates)

Article 4. Due dates for the payment of admission fees are set forth in the applicable enrollment guidelines.

(Tuition payment dates)

Article 5. Due dates for payment of tuition are set forth in Annexure 1-1.

2. Notwithstanding the preceding paragraph, due dates for payment of tuition by students undertaking a curricular program on a long-term basis as prescribed in Article 19 of the University Regulations (“long-term degree students”) are set forth in Annexure 1-2.

3. Notwithstanding the preceding two paragraphs, the due date for payment of tuition by a foreign student required to obtain a new “College Student” status of residence in Japan pursuant to reinstatement shall be within two weeks following the day on which permission for reinstatement was granted.

(Late payment of tuition)

Article 6. A student in a Graduate School who has difficulty making the payments at the time of enrollment procedures prescribed in paragraph 1, Article 3, excluding the admission fee, can apply for a payment deadline extension and, if approved by the Dean of the applicable Graduate School, be permitted to make a late payment.

2. The payment due dates for deadline extensions approved pursuant to the preceding paragraph are set forth in Annexure 1-3.

(Settlement of first semester tuition for long-term degree students in their first year of enrollment)

Article 7. Any discrepancy in the amount of tuition for a given semester for long-term degree students in their first year of enrollment shall be settled after tuition is fixed following course registration. The due date for reimbursement or additional payment in such cases is set forth in Annexure 2.

2. For persons permitted to undertake a curricular program over an extended period

(hereinafter, "long-term graduate students") as prescribed in Article 28-2 of the Graduate School Regulations, any discrepancy in the amount of tuition shall be settled and refunded by the due date set forth in Annexure 2. In the case of April enrollees, the discrepancy in the amount paid for the first semester tuition for the first year of enrollment and second semester tuition, and in the case of September enrollees, the discrepancy in the amount paid for the second semester tuition for the first year of enrollment shall be refunded.

3. If the permitted period for long-term graduate students is shortened, the difference between the tuition already paid and the total amount of tuition to be paid for the standard program duration shall be settled, and additional payment for the discrepancy will be billed for the academic year that the day on which the period was shortened falls under. The due date for additional payment in such cases is set forth in Annexure 2.

(Tuition on delay of graduation or completion pursuant to punitive action) Article 8. A student whose graduation or completion date is delayed to the following semester pursuant to punitive action must pay tuition for that following semester.

(Practicum fees)

Article 9. Practicum fees prescribed in Article 67 of the University Regulations and Article 78 of the Graduate School Regulations are set forth in Annexure 3. However, Practicum fees in the case of a university-organized study abroad program shall be prescribed in the program guidelines, application guidelines and/or similar documentation pertaining to the said program.

2. Due dates for payment of practicum fees shall be prescribed in program guidelines, application guidelines and/or similar documentation.

(Matriculation fee payment date)

Article 10. The matriculation fee shall be due within two weeks following the day on which leave of absence was granted.

(Special enrollment fee payment date)

Article 11. The due dates for payment of special enrollment fees are as follows.

- (1) First semester fee: April 30
- (2) Second semester fee: September 30

(Payment dates for non-degree tuition, auditing fees, special course fees, trainee student fees, research student fees, foreign research student fees and professional training fees)

Article 12. Non-degree tuition, auditing fees, special course fees, trainee fees, researcher fees, foreign researcher fees and professional training fees shall be due within two weeks from the day on which the activity to which the fee pertains was approved.

(Payments due on a financial institution holiday)

Article 13. In the event that a due date for payment prescribed in these Regulations falls on a holiday for financial institutions, the payment shall be due on the day following the holiday.

Amendment and Abolition

Article 14. Amendment or abolition of these regulations shall be made by the Executive Board of Trustees.

Supplementary Provisions

1. These regulations are effective from April 1, 2006.

2. With these regulations, Ritsumeikan Daigaku Gakuhi Noufu Kitei (立命館大学学費納付規程) and Ritsumeikan Daigaku Gakuhi Noufu Kitei Shikou Saisoku (立命館大学学費納付規程施行細則) will be abolished.

Supplementary Provision (Complete amendment following partial revision of Ritsumeikan University Regulations and Ritsumeikan University Graduate School Regulations, March 14, 2012)

1. These regulations are effective from April 1, 2012.
2. Notwithstanding the preceding paragraph, until March 31, 2016 (March 31, 2018 in the College of Pharmaceutical Science), the pre-amendment provisions shall apply to undergraduate students falling under any of the following categories.
 - (1) Currently enrolled as of March 31, 2012
 - (2) Re-entering, transferring, gaining advanced entry, or gaining graduate entry at second year level or above in the 2012 academic year
 - (3) Re-entering, transferring, gaining advanced entry, or gaining graduate entry at third year level or above in the 2013 academic year
 - (4) Re-entering at fourth year level or above in the 2014 academic year
 - (5) Re-entering at fifth year level or above in the 2015 academic year
 - (6) Re-entering at sixth year level or above in the 2016 academic year
 - (7) Re-entering at seventh year level or above in the 2017 academic year
3. Notwithstanding paragraph 1, until March 31, 2016, the pre-amendment provisions shall apply to graduate students falling under any of the following categories.
 1. Currently enrolled as of March 31, 2012
 2. Re-entering or transferring at second year level or above in the 2012 academic year
 3. Re-entering or transferring at third year level or above in the 2013 academic year
 4. Re-entering at fourth year level or above in the 2014 academic year
 5. Re-entering at fifth year level or above in the 2015 academic year

Supplementary Provision (Partial amendment following abolishment of collection of the certified social researcher practicum fee and termination of the certified psychiatric social worker education program and elementary school teacher licensing program, March 30, 2016)

These regulations are effective from April 1, 2016

Supplementary Provisions (Partial amendment following changes to the due dates for payment of tuition and special matriculation fees as well as changes to the tuition deferred payment system, January 25, 2017) These regulations are effective from April 1, 2017.

Supplementary Provision (Partial amendment following changes to semester naming and settlement of tuition for long-term degree students and long-term graduate students, December 6, 2017)

These regulations are effective from April 1, 2018.

Annexure 1-1: Due dates for payment of tuition
(Pursuant to paragraph 1, Article 5)

Enrollment category	Tuition type	Due date
April enrollees	First semester tuition for the first year of enrollment	Date specified in the enrollment guidelines
	First semester tuition other than that above	May 31
	Second semester tuition	November 30
September enrollees	Second semester tuition for the first year of enrollment	Date specified in the enrollment guidelines

	Second semester tuition other than that above	November 30
	First semester tuition	May 31

Annexure 1-2: Due dates for payment of tuition by long-term degree students

Enrollment category	Tuition type	Due date
April enrollees	First semester tuition for the first year of enrollment	Date specified in the enrollment guidelines
	First semester tuition other than that above	July 10
	Second semester tuition	November 30
September enrollees	Second semester tuition for the first year of enrollment	Date specified in the enrollment guidelines
	Second semester tuition other than that above	January 10
	First semester tuition	May 31

Annexure 1-3: Due dates for payment of tuition if extension has been approved

Enrollment category	Tuition type	Due date
April enrollees	Half of first semester tuition	Date specified in the enrollment guidelines
	Half of first semester tuition	May 31
September enrollees	Half of second semester tuition	Date specified in the enrollment guidelines
	Half of second semester tuition	November 30

Annexure 2: Due date for refund or additional payment of long-term degree students' first semester tuition (Pursuant to Article 7)

Enrollment category	Tuition type	Due date
April enrollees	Refund	July 31
	Additional payment	July 10
September enrollees	Refund	January 31
	Additional payment	January 10

Annexure 3 (Practicum fees)
(Pursuant to Article 9)

(Amounts in yen)

Name	Category	Amount
Certified Psychiatric Social Worker program fee		130,000
Care work experience program fee		3,000
Curator program fee		3,000
Librarianship program fee		15,000
School library teacher training program fee		8,000
Laboratory fee		3,000
		(per subject)

Externship program fee		52,500
Teaching practicum fee		5,000
Museum practicum fee	Elective course (per occasion)	1,000
	Scheduled course	10,000
	Non-degree students	12,000
Teaching practicum fee		20,000