

Ritsumeikan University Graduate School
SEISEKI-YUSYUSYA Scholarship (For 2nd Year Students)
(Academic Excellence Scholarship for 2nd Year Students)
Application Guidelines
For AY2022 Spring and Fall Application

The **SEISEKI-YUSYUSYA Scholarship (For 2nd Year Students)** is designed to foster outstanding graduate students and encourage them to further pursue their studies and research. This scholarship is awarded to graduate students who are enrolled in the 2nd year of their Master's Program, Integrated Doctoral Program (applicable for students who enrolled in Integrated Doctoral Program from their 1st year) or Professional Graduate Degree Program (Graduate School of Professional Teacher Education Only).

Applications are offered twice a year (in Spring Semester and Fall Semester). Applicants must apply for this scholarship in the third semester (*) during enrollment. Scholarship recipients will be selected on the basis of their applications at an application screening.

Those who are successfully selected will receive this scholarship in their third semester and fourth semester, for the period of two semesters.

The type of scholarships, the amount, screening criteria and number of recipients differ depending on graduate schools. For details, please refer to "1.Types of Scholarships/Amount/Scholarship Eligibility". The applicable amount will be awarded to the recipients of this scholarship each semester for the period of two semesters.

Students applying for the SEISEKI-YUSYUSYA Scholarship (For 2nd Year Students) must follow the application guidelines stated here and make applications by the due date.

(*) For those who have taken a leave of absence before, please check [Important notes for application] on page 4.

1. Types of Scholarships/Amount/Scholarship Eligibility

Graduate Schools	Amount (per semester)	Screening Criteria	Number of Recipients
Business Administration, Sociology, International Relations, Policy Science, Language Education and Information Science, Sport and Health Science, Core Ethics and Frontier Sciences, Human Science, Professional Teacher Education	I: 100,000 yen II: 50,000 yen	I: Those who have achieved a higher rank in the overall evaluation. II: Those who have achieved the next higher rank in the overall evaluation, following the I above.	Combining I and II, a maximum of approximately 25% of the enrolled students

Graduate Schools	Amount (per semester)	Screening Criteria	Number of Recipients
Law	I : 100,000 yen II : 50,000 yen	Those who have achieved a higher rank in the overall evaluation.	Combining I and II, a maximum of approximately 25% of the enrolled students
Economics	I: 150,000 yen II: 100,000 yen III: 50,000 yen	I: Those who have achieved a higher rank in the overall evaluation. II: Those who have achieved the next higher rank in the overall evaluation, following the I above. III: Those who have achieved the next higher rank in the overall evaluation, following the II above.	Combining I, II and III, a maximum of approximately 50% of enrolled students
Letters	I: 100,000 yen II: 50,000 yen	I : Those who have achieved a higher rank in the overall evaluation. II: Those who have achieved the next higher rank in the overall evaluation, following the I above.	Combining I and II, a maximum of approximately 40% of the enrolled students
Gastronomy Management	I: 100,000 yen II: 50,000 yen	I: Those who have achieved a higher rank in the overall evaluation. II: Those who have achieved the next higher rank in the overall evaluation, following the I above.	Combining I and II, approximately 25% of the enrolled students
Science and Engineering	I: 250,000 yen II: 162,500 yen	I: Those who have achieved a higher rank in the overall evaluation. II: Those who have achieved the next higher rank in the overall evaluation, following the I above.	I : Approximately 3% of enrolled students II: Approximately 22% of enrolled students
Technology Management	I: 150,000 yen II: 100,000 yen III: 50,000 yen	Those who have achieved a higher rank in the overall evaluation.	Combining I, II and III, a maximum of approximately 50% of enrolled students

Graduate Schools	Amount (per semester)	Screening Criteria	Number of Recipients
Image Arts	I : 150,000 yen II : 100,000 yen III: 50,000 yen	I : Those who have achieved a higher rank in the overall evaluation. II : Those who have achieved the next higher rank in the overall evaluation, following the I above. III: Those who have achieved the next higher rank in the overall evaluation, following the II above.	Combining I, II and III, approximately 50% of enrolled students
Information Science and Engineering	I: 225,000 yen II: 50,000 yen	I : Those who have achieved a higher rank in the overall evaluation. II : Those who have achieved the next higher rank in the overall evaluation, following the I above.	I: Approximately 25% of enrolled students II: Approximately 20% of enrolled students
Life Sciences	I: 150,000 yen II: 300,000 yen	I : Those who have achieved a higher rank in the overall evaluation. II : Those who wish to study in the Doctoral Program at the Graduate School of Life Sciences and have achieved a higher rank in the overall evaluation.	I: Approximately 30% of enrolled students II: Up to 10 persons of enrolled students
Pharmacy	I: 300,000 yen II: 150,000 yen	I: Those who have achieved a higher rank in the overall evaluation. II: Those who have achieved the next higher rank in the overall evaluation, following the I above.	Combining I and II, a maximum of approximately 50% of the enrolled students

2. Application Eligibility

Applicants must fulfill either of the following requirements.

Spring Application	Students who are enrolled in the 3rd Semester of following programs of Ritsumeikan University as of April 1, 2022. 1) Master's Program 2) Integrated Doctoral Program (except third-year transfer students) 3) Professional Graduate Degree Program (Graduate School of Professional Teacher Education Only)
Fall Application	Students who are enrolled in the 3rd Semester of following programs of Ritsumeikan University as of September 26, 2022. 1) Master's Program 2) Integrated Doctoral Program (except third-year transfer students) 3) Professional Graduate Degree Program (Graduate School of Professional Teacher Education Only) *Be sure to check the website and get the information of Graduate Schools which offer Fall Application

Along with other criteria, when applying for the Scholarship II of the Graduate School of Life Sciences (Spring Application), applicants must also meet the criteria: "Those who will apply for the Doctoral Degree Program of the Graduate School of life Sciences at Ritsumeikan University". When applying for the Scholarship II of the Graduate School of Life Sciences (Fall Application), applicants must also meet the criteria: "Those who wish to enter the Doctoral Degree Program of the Graduate School of life Sciences at Ritsumeikan University".

[Any applicant who meets any of the following conditions is NOT eligible for this scholarship.]

- 1) Students who take a leave of absence during their 3rd Semester.
- 2) Students who entered the university as government-sponsored international students.
- 3) International students who study at Ritsumeikan University under an exchange agreement with an overseas university and do not pay tuition fees to Ritsumeikan University.
- 4) Those who do not actually burden any tuition fees by receiving scholarships that are equivalent to full tuition fees while being enrolled, or whose tuition fees are being paid by those who do not share the living expenses with such as scholarship organizations or companies which they work for.
- 5) Students who receive the Ritsumeikan University Tuition Reduction Scholarship for International Students (Graduate Students Category I).
- 6) Students who receive a scholarship that do not allow recipients to receive other scholarships.
(For example, the Japanese Government (Monbukagakusho) Scholarship, foreign government-sponsored scholarship, Asian Development Bank - Japan Scholarship Program, and Joint Japan/World Bank Graduate Scholarship Program)

[Important notes for application]

- 1) For those who have taken a leave of absence:

The 3rd Semester means the third semester of the period of enrollment, and the leave of absence period is not counted as a part of the period of enrollment.

- 2) In case of taking a leave of absence after applying for this scholarship:

In case applicants take a leave of absence during their 3rd semester, the screening result will be invalid. They must apply for and take a selection procedure again after returning to the university.

- 3) When applying for this scholarship, applicants cannot specify the type of the scholarships in their applications. Each Graduate School will conduct screening upon application and decide either “Selected” (one of the scholarship types among I, II or III at each graduate school) or “Not Being Selected.”

*However, those who apply for the scholarships offered by Life Sciences, please choose either I or II.

- 4) For those who are using the 2nd Year Transfer system:

Those who transferred to the 2nd year of either graduate school under the joint degree program between Graduate School of Information Science and Engineering and Graduate School of Technology Management, and those who transferred from Graduate School of Science and Engineering or Graduate School of Life Sciences to the 2nd year of Technology Management are also eligible to apply for this scholarship.

*Being awarded this scholarship will not preclude recipients from receiving other scholarships outside the university. However, applicants must confirm the regulations of other scholarships whether they do not restrict recipients from receiving other scholarships or not before applying.

3. Payment Period

Two semesters of a period corresponding to the 3rd and 4th semesters

4 .Application Method

- (1) Period

<Graduate Schools except for the Graduate School of Life Sciences>

Spring Application	<u>Monday, April 4, 2022 - Tuesday, April 12, 2022 <deadline: 5:00 p.m.></u>
Fall Application	<u>Monday, October 3, 2022 - Tuesday, October 11, 2022</u> <u><deadline: 5:00 p.m.></u>

<Graduate School of Life Sciences ONLY>

Spring Application	<u>Thursday, May 26, 2022 - Friday, June 10, 2022 <deadline: 5:00 p.m.></u>
Fall Application	<u>Monday, October 3, 2022 - Tuesday, October 11, 2022</u> <u><deadline: 5:00 p.m.></u>

- (2) Required documents

Scholarship	Required documents
Scholarship I~III	Refer to the Appendix 1, see page 8.

(3) Where to submit / Inquiry

Scholarship	Where to submit
Scholarship I~III	Administrative office of the Graduate School you belong to, Refer to the Appendix 3, see page 12.

5. Screening Method and Screening Criteria

Scholarship	Screening Method	Screening Criteria
Scholarship I~III	Application screening will be held. An interview will be conducted if necessary. On screening of the Graduate School of Science and Engineering, an interview will not be conducted.	Refer to the Appendix 2, see page 10.

6. Notification of Results

Spring Application*	The results will be sent from each graduate school on Tuesday, May 17, 2022. The notification method varies by each graduate school. Refer to the Appendix 2, see page 10.
Fall Application	The results will be sent from each graduate school on Tuesday, November 22, 2022. The notification method varies by each graduate school. Refer to the Appendix 2, see page 10.

*The Graduate School of Life Sciences will send the results in early July.

7. Payment Method

The scholarship will be transferred to the bank account of each selected recipient every semester after the necessary procedures are completed. **Please be aware that the scholarship will not be provided to cover tuition fees. Tuition fees must be paid by the specified deadline.**

8. Payment Procedure

Those who are successfully selected to receive this scholarship must submit the Application & Pledge Statement by the deadline below. The scholarship will not be disbursed unless you submit the Application & Pledge Statement. The payment schedule is as below.

Spring Application*	<u>Friday, June 3, 2022 <deadline: 5:00 p.m.></u> (Scheduled payment date) 1st: Late July, 2nd: Late January
Fall Application*	<u>Friday, December 19, 2022 <deadline: 5:00 p.m.></u> (Scheduled payment date) 1st: Late January, 2nd: Late July

*Those who are in the Graduate School of Life Sciences must submit the Application & Pledge Statement when applying for this scholarship.

9. Withhold Payment, Cancel or Refund of Payment

(1) Withhold Payment/Resuming of Payment

If the recipients should fall into a situation stated below, the payment will be withheld. When there

is no more reason to hold the payment, the payment will be resumed. The total payment period for this scholarship is two semesters, except for the hold period.

1. Taking a leave of absence.
2. When paying the special enrollment fees to be enrolled in the university instead of paying tuition fees.
3. The Dean of the Graduate School deems that it is legitimate to hold the scholarship payment.

(2) Cancellation of Payment, Loss of Scholarship Eligibility, Obligation to refund

If the recipients should fall into a situation stated below, they will lose their scholarship eligibility and the payment will be cancelled. In this case, they will be asked to return the scholarships that were already paid.

1. Loss of student registry.
2. Receipt of disciplinary punishment according to the Ritsumeikan University Disciplinary Regulations.
3. When the recipients of this scholarship decline to receive this scholarship.
4. The Dean of the Graduate School deems the recipients to be inappropriate for the scholarship.

If the recipients are asked to reimburse their scholarships, they would have to pay them back in full within two weeks from the date of notice.

Appendix 1 Required documents (Related to 4. Application Method)

*Only Graduate Schools which offer English-based programs are mentioned.

Graduate School	Required documents
Graduate School of Economics	<ol style="list-style-type: none"> 1. Application form (designated by the Graduate School) 2. Summary of research progress 3. Print-outs of the total number of acquired credits and your GPA at the end of the second semester (the enrolled semesters only) shown on the “Course Registration and Grade Status” screen of CAMPUS WEB. <p>* The application forms can be downloaded on manaba+R. [Place of Submission] manaba+R> Graduate School of Economics Students Page > click on "Assignments" tab > Ritsumeikan University Graduate School SEISEKI-YUSYUSYA Scholarship (For 2nd Year Students) Place of Submission > upload your form in PDF</p>
Graduate School of International Relations	<ol style="list-style-type: none"> 1. Application form (designated by the Graduate School) 2. Summary of research progress 3. Print-outs of the subject list, the total number of acquired credits and your GPA at the end of the second semester (the enrolled semesters only) shown on the “Course Registration and Grade Status” screen of CAMPUS WEB. <p>[Procedure to download] manaba+R > Graduate School of IR Students Page > Taking Courses at the Graduate School of IR > SEISKI-YUSYUSYA Scholarship (For 2nd Year students) Application Form [Place of Submission] manaba+R> Graduate School of IR Students Page > click on "Assignments" tab > Ritsumeikan University Graduate School SEISEKI-YUSYUSYA Scholarship (For 2nd Year Students) Place of Submission > upload your form in PDF</p>
Graduate School of Policy Science	<ol style="list-style-type: none"> 1. Application form (designated by the Graduate School) 2. Summary of research progress 3. Print-outs of the total number of acquired credits and your GPA at the end of the second semester (the enrolled semesters only) shown on the “Course Registration and Grade Status” screen of CAMPUS WEB. <p>* The application forms can be downloaded on manaba+R, “Graduate School of Policy Science Students Page“. Please download them on your own.</p>

Graduate School of Science and Engineering	<p>AY2022 SESEKI-YUSYUSYA Scholarship (I / II) (Prize Fellowship for 2nd Year Students in the Master's Degree Program) Application Form/Summary of research progress (designated by the Graduate School)</p> <p><How to get application forms></p> <p>The application forms can be downloaded on manaba+R.</p> <p>[Procedure to download]</p> <p>manaba+R > Graduate School of Science and Engineering Students Page > Scholarships ・ Grants > Tuition/Scholarships/Grants > Ritsumeikan University Graduate School SEISEKI-YUSYUSYA Scholarship (For 2nd Year Students)</p> <p>[Place of Submission]</p> <p>manaba+R> Graduate School of Science and Engineering Students Page > click on "Assignments" tab > Ritsumeikan University Graduate School SEISEKI-YUSYUSYA Scholarship (For 2nd Year Students) Place of Submission > upload your form in PDF</p>
Graduate School of Information Science and Engineering	<p>1. AY2022 SESEKI-YUSYUSYA Scholarship (I / II) (Prize Fellowship for 2nd Year Students in the Master's Degree Program) Application Form</p> <p>2. Aggregate research achievements (input the data on the website)</p> <p>*Your professor's comments are required on the Application form.</p> <p>* The application forms can be downloaded on manaba+R.</p> <p>http://www.ritsumei.ac.jp/ct/</p>
Graduate School of Life Sciences	<p>1. Application form and Pledge Statement (designated by the Graduate School)</p> <p>2. Summary of research progress</p> <p>3. Documents showing the bank account information (copy of bank book, cash card, screen of the bank website etc.)</p> <p>* The application forms can be downloaded on manaba+R.</p> <p>* All documents must be submitted at OR sent by mail to tht Admin. Office, College of Life Sciences.</p>

Appendix 2 Screening Criteria

(Related to 5. Screening Method and Screening Criteria, Notification Results)

*Only Graduate Schools which offer English-based programs are mentioned.

Graduate School	Screening Criteria and Screening Criteria, Notification Results
Graduate School of Economics	Applicants will be evaluated comprehensively based on their academic records (the number of registered credits and GPA) and research progress. [Notification of Results] Results will be notified via manaba+R.
Graduate School of International Relations	Applicants will be evaluated comprehensively based on their academic records (the number of registered credits and GPA) and research progress. Other factors considered are: (1) <u>Grade for M1 thesis</u> (Students who cannot submit a thesis due to an internship or study abroad program will be considered.) (2) <u>Status of participation in an internship or study abroad program</u> (3) Students enrolled in the Japanese-based program will be evaluated on the number of English-taught specialized courses taken and their grades for the courses. (4) Students enrolled in the English-based program will be evaluated on the number of Japanese-taught specialized courses taken and their grades for the courses. [Notification of Results] Results will be notified via manaba+R.
Graduate School of Policy Science	Applicants will be evaluated comprehensively based on their academic records (the number of registered credits and GPA) and research progress. Their research project report will also be considered as well as their research plan. Applicants are encouraged to have a minimum GPA of 3.4. [Notification of Results] Results will be notified via manaba+R.
Graduate School of Science and Engineering	Applicants will be evaluated comprehensively based on their academic records (the number of registered credits, GPA, etc.) at their college and graduate school, and research progress. [Notification of Results] Results will be notified through manaba+R.
Graduate School of Information Science and Engineering	Applicants will be evaluated comprehensively based on their academic records (the number of registered credits, GPA, etc.) at their graduate school, research progress and research results. (1) An academic paper which was posted in the peer-reviewed academic magazine (English/Japanese) (2) An academic paper which was posted in the peer-reviewed proceedings of an International Conference. (An abstract of an academic paper can be acceptable if it was posted in the

Graduate School	Screening Criteria and Screening Criteria, Notification Results
	<p>conference proceedings).</p> <p>(3) Others (academic papers submitted to domestic conferences, research societies, national conventions, poster presentations etc.)</p> <p>(4) Award or winning of contests</p> <p>[Notification of Results] Results will be notified via manaba+R.</p>
Graduate School of Life Sciences	<p>Applicants will be evaluated comprehensively based on their academic records (the number of credits earned and GPA) and research progress.</p> <p>< Notification of Results > Results will be notified via manaba+R</p>

Appendix 3 Administrative Offices of Schools, Ritsumeikan University

School	Administrative Office of School	Tel & Fax number	Campus & Address
Graduate School of Law	Administrative Office, College of Law	TEL 075-465-8175 FAX 075-465-8176	Kinugasa Campus 56-1Tojiin Kitamachi, Kita-ku, KYOTO 603-8577
Graduate School of Sociology	Administrative Office, College of Social Sciences	TEL 075-465-8184 FAX 075-465-8196	
Graduate School of International Relations	Administrative Office, College of International Relations *Documents must be submitted via manaba+R	TEL 075-465-1211 FAX 075-465-1214	
Graduate School of Letters	Administrative Office, College of Letters	TEL 075-465-8187 FAX 075-465-8188	
Graduate School of Image Arts	Administrative Office, College of Image Arts	TEL 075-465-1990 FAX 075-465-8193	
Graduate School of Language Education and Information Sciences	Administrative Office, Inter-Faculty Graduate Schools at Kinugasa Campus	TEL 075-465-8363 FAX 075-465-8364	
Graduate School of Core Ethics and Frontier Sciences		TEL 075-465-8348 FAX 075-465-8364	
Graduate School of Economics	Administrative Office, College of Economics	TEL 077-561-3940 FAX 077-561-3947	Biwako-Kusatsu Campus (BKC) 1-1-1 Noji Higashi, KUSATSU, SHIGA 525-8577
Graduate School of Sport and Health Science	Administrative Office, College of Sport and Health Science	TEL 077-561-3760 FAX 077-561-3761	
Graduate School of Gastronomy Management	Administrative Office, College of Gastronomy Management	TEL 077-561-4801 FAX 077-561-4699	
Graduate School of Science and Engineering	Administrative Office, College of Science and Engineering	TEL 077-561-2624 FAX 077-561-2629	
Graduate School of Information Science and Engineering	Administrative Office, College of Information Science and Engineering	TEL 077-561-5202 FAX 077-561-5203	
Graduate School of Life Science	Administrative Office, College of Life Science	TEL 077-561-5021 FAX 077-561-3729	
Graduate School of Pharmacy	Administrative Office, College of Pharmacy	TEL 077-561-2563 FAX 077-561-2564	
Graduate School of Professional Teacher Education	Administrative Office, Inter-Faculty Graduate Schools at Suzaku Campus	TEL 075-813-8269 FAX 075-813-8271	Suzaku Campus 1 Nishinokyo- Suzaku-cho, Nakagyo-ku, KYOTO

Graduate School of Business Administration	Administrative Office, College of Business Administration Building A, Central Wing(AC)	TEL 072-665-2090 FAX 072-665-2099	Osaka Ibaraki Campus (OIC) 2-150 Iwakura-cho, IBARAKI, OSAKA 567-8570
Graduate School of Policy Science	Administrative Office, College of Policy Science Building A, Central Wing(AC)	TEL 072-665-2080 FAX 072-665-2089	
Graduate School of Technology Management	Administrative Office, Inter-Faculty Graduate Schools at Osaka Ibaraki Campus Building A, Central Wing(AC)	TEL 072-665-2100 FAX 072-665-2109	
Graduate School of Human Science	Administrative Office, College of Comprehensive Psychology Building A, Central Wing(AC)	TEL 072-665-2190 FAX 072-665-2169	
Office of Graduate Studies	Kinugasa Campus	TEL 075-465-8195	

Office Hours: From 10:00 to 11:30 and from 12:30 to 17:00, Monday through Friday.

(Closed on Saturday, Sunday, holidays, the summer and the winter vacations, and simultaneous acquisition holidays).

* Several Administrative Offices have different Office hours, please refer to each Administrative Office.