

# Application Guidelines

**AY2025**

## Ritsumeikan University Challenge Scholarship (Individuals)

### I. About Ritsumeikan University Challenge Scholarship (Individuals)

This scholarship supports the process of individual students who take the challenge of initiating activities with an awareness of problem solving that goes beyond the scope of individual curricular and extra-curricular activities. Through the challenges supported by this scholarship, we aim to encourage students to contribute to solving social problems, expand their potential, and create new values.

### II. Application Period and Procedures

<b>Application Period</b>	<b>Thursday, May 15, 2025, 17:00</b> (Japan Standard Time)
<b>Application Procedures</b>	Please apply via the URL below.  URL: <a href="https://cw.ritsumei.ac.jp/campusweb/SVA20D0.html?key=SUR20240910152318111125935">https://cw.ritsumei.ac.jp/campusweb/SVA20D0.html?key=SUR20240910152318111125935</a>  *See “3. Application Procedures” in these guidelines for details

### III. Selection Methods and Schedule

<b>Selection Process</b>	Selection will be based on document screening and an interview (Online). *Regarding the interview selections, we will conduct them when necessary.
<b>Announcement of Screening Results</b>	<b>17:00, Monday, June 16, 2025</b> (via manaba+R)
<b>Interview (Online)</b>	<b>Monday, June 23, 2025 - Friday, July 4, 2025</b>
<b>Announcement of Recipients</b>	<b>17:00, Wednesday, July 30, 2025</b> (via manaba+R)
<b>Award Ceremony/ Briefing Session (Online)</b>	<b>18:00, Friday, August 1, 2025</b>  <u>*You will be officially adopted for this scholarship upon your participation in the award ceremony and orientation session.</u>
<b>Means of communication from the Office of Student Affairs</b>	<b>Via manaba+R and university email address</b>

※Inquiries about applications: [plusr@st.ritsumei.ac.jp](mailto:plusr@st.ritsumei.ac.jp)

\*Inquiries are accepted by e-mail at any time, but please note that the response time is from 9:00 am to 17:00 pm on weekdays.

## 1. Scholarship Information

### (1) Outline

1) Number of recipients: 400 students (max.)

2) Scholarship Categories:

① First Step Support

Plans that are concrete and considered feasible, regardless of demonstrable past achievements.

② Advancement Support

Plans that have demonstrable past achievements and that are expected to continue to achieve significant results.

3) Scholarship Amount

① First Step Support ¥50,000, ¥100,000

② Advancement Support ¥50,000, ¥100,000, ¥200,000, ¥300,000

\*The scholarship amount will be determined after considering the application content.

4) Payment Method: The scholarship is paid by bank transfer. (The bank account must be in the name of the recipient.)

### (2) Eligible Activities

**Voluntary activities by individual students** that contribute to various needs of society in accordance with the university's educational philosophy.

\*If the activity is related to individual curricular and/or extra-curricular activities, it must be expected to achieve results which go beyond the scope of regular activities.

\*In principle, activities that will achieve their goals by FY2025 (April 2025 - March 2026) are eligible. Activities that have already started or are scheduled to be completed before the recruitment is finalized are also eligible as long as they are within the fiscal year.

#### 【Eligible examples】

- Activities which have clearly stated achievement goals and are expected to contribute to the society.
- Activities which go beyond regular curriculum contents (including cases in which individuals have goals of presenting their “graduation thesis” outside the university, and cases in which “graduation research” is a part of the activity and include other voluntary activities.)
- Activities which go beyond regular club / circle activities (including cases in which individuals take the challenge of extending the activities of their club / circle).

#### 【Ineligible examples】

- Activities by more than one person are not eligible even if they are not affiliated with a specific organization. (Activities by more than one person are eligible for the Ritsumeikan University Alumni Association Future Human Resources Development Scholarship (Group) .)
- Activities and/or learning for the sole purpose of improving one's career (qualification acquisition, etc.).
- Activities within the scope of regular curriculum (activities for advancing a “graduation thesis” and / or

“graduation research,” etc.).

- Activities within the scope of regular club / circle activities (individual practice aiming to win a tournament, etc.).
- Activities that are part of an external organization that an individual belongs to.
- Activities conducted as a business (application for expenses that should originally be covered in the income and expenditure of the business, such as purchases, production costs, office expenses, etc. for the activities conducted as a business).

\* Click here to check the activity themes of selected individuals in previous years.

 <https://www.ritsumeai.ac.jp/scholarship/extracurricular/list01.html/>

## 2. Eligibility

### (1) Basic Conditions

Undergraduate student enrolled at Ritsumeikan University (except those currently on a leave of absence).

### (2) Other

- 1) Applicants may only submit one theme per application. (Applications for multiple themes will not be accepted)
- 2) Academic requirements  
None (However, the selection will be made in consideration of whether the individual can maintain academic achievement while pursuing the activities).
- 3) If the theme / purpose of the activity is the same as any of the following scholarships ① to ③, the applicant will be only eligible for one within the same year.
  - ① Ritsumeikan University Athlete and Creator Development Scholarship
  - ② Ritsumeikan University Alumni Association Future Human Resources Development Scholarship (Group)
  - ③ Ritsumeikan University Cross-Cultural Exchange Scholarship
- 4) Applications cannot be accepted during any academic year in which the student is being punished by suspension.

## 3. Application Methods

Please apply by filling out the form linked to the URL below. If you have evidential documents to submit, please convert them to PDF format and attach them. (**Total number of pages should be no more than 10**)

URL : <https://cw.ritsumeai.ac.jp/campusweb/SVA20D0.html?key=SUR2024091015231811125935>

## 4. Selection Criteria and Methods

### (1) Selection criteria

#### 1) First Step Support

- ① Feasibility and concreteness of the activity plan
- ② Clarity of the goal(s) of the activity
- ③ Possibility of the results of the activity giving something positive back to society
- ④ Clarity of personal growth goals through the activity

#### 2) Advancement Support

In addition to criteria ① to ④ above, the following two criteria will be evaluated:

- ⑤ Demonstrable past achievements of the activity
- ⑥ Whether or not a certain strategy was discovered from the past activity to solve an issue, and the feasibility of putting that strategy into action.

\*In all of the above criteria, ensuring the safety of activities is an essential condition.

## **(2) Selection methods**

- 1) Applicants will be screened based on the submitted documents and be selected for a group interview.
- 2) Successful applicants will be selected based on a web-based interview. (group interview)

\*Those who were absent from the group interview without notice will be deemed to have withdrawn their application.

## **5. Obligations of Recipients**

- 1) Attendance at the awards ceremony and orientation session.
- 2) Participation in midterm meeting (early October) and result presentation meeting (early March), etc.
- 3) Submission of midterm report, result report, expense report, etc.
- 4) Making public the details of the activity, including the theme and plan, by publishing them online, etc.
- 5) Other presentation and/or publication upon request by the university.

## **6. Cancellation of Scholarship**

The university may cancel this scholarship and request that the recipient repay the scholarship amount in the following cases:

- 1) The recipient withdraws from the university.
- 2) The recipient takes a leave of absence.
- 3) The recipient is found to have made a false statement or otherwise committed fraud within the application process.
- 4) The recipient is punished by suspension.
- 5) The recipient does not fulfill the above listed “Obligations of Recipients” without a justifiable reason.

## **7. Reference Materials (Regarding Expense Categories for Challenge Scholarship)**

- (1) Expense Period: April 1, 2025, to March 31, 2026
  - However, only plans that can submit an expense list for the usage status of the scholarship by the deadline specified by the Office of Student affairs at the end of FY 2025 (February 28 for FY 2024) will be eligible.
- (2) Previously Approved Expense Categories:
 

①Honoraria	②Facility Usage Fees	③Transportation Expenses	④Accommodation Fees
⑤Equipment Costs	⑥Insurance Premiums	⑦Printing Costs	⑧Shipping Costs
⑨Participation Fees	⑩Other expenses deemed necessary by the Dean of Students		

  - If you have any questions or if you need to make additional purchases due to unavoidable circumstances after being approved, please consult with the Office of student affairs in advance if the execution differs from the approved content.
  - Please keep receipts and other evidence related to activity expenses, as you may be required to submit them. Ensure that receipts, etc., are issued in the name of Ritsumeikan University plus your name.

(3) Examples of Non-Eligible Expenses:

1. Costs for purchasing equipment that can be used personally after the activity ends (consider renting if necessary).
2. Food and beverage expenses, entertainment expenses (e.g., costs for gifts, social gatherings).
3. Costs for obtaining qualifications.
4. Expenses related to individual faculty or staff members of Ritsumeikan university (excluding honoraria for lecturers).
5. Activity costs not for the applicant (continuous activities by multiple people are not eligible. However, expenses for individuals who assist only on the day of an event can be claimed as honoraria).
6. Prizes, participation awards, and transportation costs provided to and consumed by participants of the activity.
7. Reserved seat express fees for public transportation, differences in fares not covered by student discounts, fares for higher-class ships or ferries.
8. Optional additional items or services, or those considered optional (e.g., baggage fees for LCCs, seat upgrade fees, meal costs).
9. Costs for purchasing or producing items for activities conducted as a business, which should be covered by the business's income and expenses.
10. Costs for activities within the "normal scope of activities" (e.g., if you apply for participation in a conference or hosting an event based on research conducted as part of the curriculum as an eligible activity for the scholarship, only the expenses for activities beyond the regular curriculum, such as conference presentations, will be eligible. All costs related to research conducted as part of the curriculum will be excluded.).