

2016 University-Recommended Monbukagakusho Scholarship Application Guidelines for Overseas International Degree-seeking Students (September 2016 Enrollment)

The following outlines Ritsumeikan University's recruiting and application procedures for 2016 University-Recommended Monbukagakusho International Student Scholarships.

I. Recruiting Graduate Schools, Majors/Courses, Program Levels, Recruiting Numbers

Graduate School of Life Sciences

Graduate School	Major	Level	Enrollment Limit	Number Recruited
Life Sciences	Life Sciences	Doctoral	15	Few

*Enrollment Limit includes all application methods.

*Actual number recruited may be lower, based on number of applications and entrance examination results.

II. Eligibility Requirements

1. Doctoral Programs

Applicants for Doctoral programs must meet the application requirements and conditions for Overseas International Degree-seeking Students as determined by the Monbukagakusho, must be nationals of a country that has diplomatic relations with Japan (Applicants who possess Japanese nationality at the time of application are not eligible), and must meet at least of one of the following conditions:

- (1) Persons who have been awarded a master's degree or professional degree as defined by Japanese law, or equivalent degree.
- (2) Persons who have been awarded a degree equivalent to a master's degree or professional degree, as defined by Japanese law, abroad or who are expected to be awarded such a degree before being enrolled in the graduate school
- (3) Persons who have been engaged in research activities at a university or research institute for at least two years after graduating from a university or its equivalent and who have been recognized by Ritsumeikan University's graduate schools as having an academic ability equal to holders of a master's degree (the 1989 Notification of the Ministry of Education, Science, Sports and Culture No.118) (*1)
- (4) Persons who have been recognized by Ritsumeikan University's graduate schools as having an academic ability equal to or higher than holders of a master's degree or professional degree, as defined by Japanese law, as a result of individual preliminary screening and who have reached 24 years of age (*2)

*1 Applicants who believe they meet criteria (3), above, must contact the Administrative Office, Graduate School of Life Sciences, Ritsumeikan University by Tuesday, December 22, 2015 in order to undergo an individual review to determine whether their academic ability is equal to a master's degree holder.

*2 Applicants who believe they meet criteria (4), above, must contact the Administrative Office, Graduate School of Life Sciences, Ritsumeikan University by Tuesday, December 22, 2015 in order to undergo an individual review to determine whether their academic ability is equal to a master's degree or professional degree holder.

In addition to the requirements above, applicants must have the requisite English ability to understand course materials at their desired graduate school.

2. Important Notes

- (1) If you have any concerns about foreign education equivalence, your particular degree, or calculation of years of schooling in the descriptions above, please contact the Administrative Office, Graduate School of Life Sciences, Ritsumeikan University no later than the day by Tuesday, December 22, 2015.

Administrative Office, Graduate School of Life Sciences
Ritsumeikan University
1-1-1 Nojihigashi Kusatsu, Shiga 525-8577 JAPAN
Phone : +81-77-561-5021 FAX : +81-77-561-2890

- (2) All applicants currently who apply under the condition of "expecting" a degree award to meet the eligibility requirements and are accepted under this application procedure must meet the requirements above by September 25, 2016, the day before enrollment, or they will not be granted admission to Ritsumeikan University (it is not possible to

enroll at Ritsumeikan University under the condition of "expecting" a prerequisite degree award.

III. Screening Method

Applicants will be screened based on submitted application documents.

Foreign language tests, written exams and interviews may also be conducted if determined to be necessary by the desired graduate school.

* This screening will determine admission to Ritsumeikan University's graduate schools only. If applicants are successful in this initial screening, Ritsumeikan University will recommend them to Monbukagakusho. Monbukagakusho will make the final determination as to whether or not to award the applicant a scholarship, based on their own, separate screening.

IV. Application Procedures

1. Documents to be submitted. All application documents must be submitted together.

- (1) Ritsumeikan University Application Form (University-designated Form A)
- (2) Application for Japanese Government (Monbukagakusho:MEXT) Scholarship (Monbukagakusho-designated form)
- (3) Application Questionnaire (University-designated form)
- (4) Field of Study and Study Program (University-designated form)
- (5) Letter of Recommendation by the dean, or a person of equivalent or higher position, at the applicant's school or institution (Must be addressed to the "President of Ritsumeikan University, Japan")
- (6) **Original** certificate of grades from most recent academic institution attended (Undergraduate or Graduate degree program)
 - *Must state number of credits and the year/period of credit acquisition for each course undertaken.
 - *Must include, or be accompanied by a certificate that shows a clear explanation of all possible levels used in grade evaluation.
- (7) **Original** certificate of graduation or expected graduation from most recent academic institution attended (Undergraduate or Graduate degree program)
- (8) Records from most recent university indicating superior academic achievement with clear indicator of outstanding performance (e.g. GPA, grades and criteria, or individual rank order)
- (9) Summary of thesis written for most recent academic degree awarded
- (10) Copy of passport page containing the applicant's name and date of birth or a copy of your family register or residence certificate, etc. (applicants in possession of a passport must submit the passport page copy)
- (11) Copy of documentation showing objective proof of level of linguistic ability

For Proof of English Ability

- Submit a grade certificate from an English Language Ability Test (Score reports must be from one of the following: TOEIC®, TOEFL-iBT®, TOEFL®-PBT, TOEFL®-CBT, or IELTS™. Copies are acceptable).
 - *Test must have been taken in the two-year period preceding the application deadline to be acceptable.
- Applicants who cannot submit a score certificate from one of the tests above must submit an original, formal certificate of English language ability level, or a formal letter stating as much, issued by either their current university, or, if they have graduated, from their alma mater.
 - *Certificate must have been issued within the two-year period preceding the application deadline to be acceptable.

*In principle, applicants who intend to submit this form of certificate must consult with the Administrative Office, Graduate School of Life Sciences, Ritsumeikan University in advance.

- (12) Certificate of health (University-designated form, or form with identical contents)
- (13) Three (3) passport-quality photographs, (4.5 cm tall x 3.5 cm wide, front-facing, photos taken within 6 months of application and showing applicant from chest up, with name and nationality must be entered on the reverse)
- (14) PDF copy of 教育部學歷證書電子注冊備案表 (Graduates of Chinese Universities, only) or PDF copy of 教育部學籍在線驗證報告 (Current Students at Chinese Universities, only)

2. Important Information Regarding Application.

- (1) All submitted documents should be printed in Japanese or English on A4-sized paper by word-processing software. Documents submitted in any language other than Japanese or English must have Japanese or English translations attached.
- (2) On all documents, name and date of birth must be written exactly as it appears on your passport..
- (3) All application documents must be submitted together by express mail to the address listed below and arrive

before the application period ends.

- (4) Submitted documents cannot be returned for any reason.
- (5) Documents such as thesis summaries should be concise summaries of your thesis contents
- (6) If it is determined that your application documents contain any deliberate falsifications or forgeries, your application will not pass the examination

3. Application Period:

Wednesday, December 16, 2015 – Tuesday, January 5, 2016.

All application documents must arrive during the application period.

Documents postmarked by the cut-off date that arrive late will not be accepted.

Applications by email, fax, or walk-in will not be accepted.

4. Application Mailing Address:

Please send documents by express post (EMS, FedEx, DHL, etc.) to:

Administrative Office, Graduate School of Life Sciences
Ritsumeikan University
1-1-2 Nojihigashi Kusatsu, Shiga 525-8577 JAPAN
Phone : +81-77-561-5021 FAX : +81-77-561-2890

V. Notification of results

Friday, February 5, 2016

- * Applicants who pass Ritsumeikan University's screening will be sent a letter of acceptance to the address on their application form. Ritsumeikan University will also recommend their applications to Monbukagakusho at the same time.
- * Passing Ritsumeikan University's screening does not guarantee that an applicant will be granted a scholarship from Monbukagakusho.
- * Waitlisted candidates from Ritsumeikan University's primary screening will be notified of their status as well. If waitlisted candidates are later elevated to passing status, they will be informed separately, by the date specified on the waitlist notification.

VI. Admissions Procedures

(Successful applicants will be given detailed instructions once their results have been determined.)

VII. Monbukagakusho Scholarships for International Students System

- (1) This entrance examination will be conducted in accordance with the 2016 Monbukagakusho Scholarship Application Guidelines for University-recommended Overseas International Students, to be released in approximately December 2015. Successful applicants will be recommended by Ritsumeikan University to Monbukagakusho for scholarship awards.
- (2) For details on Monbukagakusho International Student Scholarships, please see the Monbukagakusho homepage.