AY2025 Application Guidelines
for Ritsumeikan University Early-career Researcher Development Program

1. Purport of the Early-career Researcher Development Program

Developing early-career researchers is an important issue in building a next-generation research university with the Ritsumeikan Knowledge Nodes concept at its core, as set forth in the R2030 Academy Vision. In the Fourth Ritsumeikan University Mid-term Plan for Research Advancement, the basic goal is "to realize a next-generation research university that generates new social symbiotic values and emergent human resources," and one of the University's visions is to enhance individual research capabilities by providing support for early-career researchers and other researchers according to their career stage as well as by providing basic research support. As such, this program will be implemented to nurture early-career researchers who are expected to be active in domestic or overseas education/research institutions or companies (as research workers). It aims to help early-career researchers who have obtained their degrees at the University cultivate their research capabilities within the network of researchers at the University's research centers, etc., and to facilitate the creation of research results that will lead to the acquisition of their subsequent career posts. The program also attempts to nurture human resources who will become core researchers at the University in the future, and who will be able to play an active role while involving other researchers.

The research focus is not confined to specific fields, but covers all fields from Humanities and Social Sciences to Natural Sciences. We offer recruitment for all levels, from basic research to applied research.

For this year's program, we would welcome the active participation of female researchers, based on the policy of enhancing research capabilities through the promotion of gender equality and the establishment of a diverse environment at the University.

2. Details of application

Post title	Senior Researcher *Those younger than 35 years of age, as of April 1, 2025, are qualified to call themselves Postdoctoral Fellows.
Number of positions to be offered	Approximately 15
Affiliation after appointment	Research Organizations at Ritsumeikan University
Date of appointment	April 1, 2025
Term of office	It shall be on an annual basis for a period not exceeding one year. The contract may be renewed up to two times, with each year's renewal subject to the adoption of a continuing application for review.
Eligibility	Those who satisfy all the requirements of (1) to (5) below. If you cannot meet the requirements by the end of March 2025, decision on your appointment may be revoked. (1) Those who have held a doctoral degree of **Ritsumeikan University** for less than seven years, as of April 1, 2025 (i.e. those who obtained the doctoral degree on April 1, 2018 or thereafter). *A certificate of degree acquisition must be attached to the application except for those who are expected to obtain a degree henceforward. (2) The University has an environment in place where you can start research on arrival. (3) Those who have not previously been adopted for this program (or the former Senior Researcher Program).[*1] (4) Those who have been approved by their host faculty member and are able to submit a reference (a development plan by the relevant host faculty member) (5) Those who satisfy the employment requirements stipulated in the Ritsumeikan University Work Regulations for Fixed-term Research Staff.[*2] Requirements for a host faculty member: (1) A full-time faculty member (Professor/Associate Professor) of the University who does not have a fixed employment period, or a Tokunin/Tokumei Professor who is expected to

	remain employed until the end of the relevant applicant's research plan.[*3] (2) No restriction shall be set for the number of applications for this program. (3) Those who are able to fulfill the role of research guidance and development through research activities (4) Those who have a record of application for external funding including the Grants-in-Aid for Scientific Research (KAKENHI) (limited to those as Principal Investigators) in AY2020 or thereafter.
Duties and responsibilities	Under the responsibility of the host faculty members, successful applicants will conduct active research activities in order not only to enhance research capabilities but also to establish and expand networks among researchers.
Remuneration, etc.	(1) Work: 5 days a week The Discretionary Labor System for Professional Work shall be applied, in principle. (2) Salary: 3,960,000 yen (tax included) per year [No raise due to renewal of contract] (3) Transport allowance/support allowance/housing allowance: Not to be provided. (4) Private School Mutual Aid/Employment insurance: To be provided. (5) To the extent that there is no hindrance to the research, subject to the approval by the Steering Committee of each Research Organization to which he/she belongs, it is possible for him/her to be in charge of classes up to four teaching class hours in total on year-round average in and outside the University (one teaching class is 95 minutes). (6) Place of work: Campus where the primary research location is located. (7) Other working conditions shall be prescribed in the employment rules and appointment contracts of the University.
Obligation to payment	(1) During the appointment period, successful applicants shall apply for the Grants-in-Aid for Scientific Research (KAKENHI). (2) Successful applicants shall submit a report at the end of every academic year during the appointment period. (3) Successful applicants shall adhere to the University's research ethics guidelines.
Expected roles	Successful applicants shall make efforts to actively present research results and establish networks with faculty members and students at open lectures and events organized by the University.[*4]
Expected roles to be played by host faculty member	The host faculty members shall focus on forming a career path for Senior Researchers employed in this program and also make efforts to be kept informed of their career path.

[*1] Those who have been employed as Senior Researchers on a budget other than this program can also apply; however, the number of consecutive renewals of employment contract is limited to four times.
In addition, please understand that those who are employed by the University at the time of application will be required to resign from your current position when adopted for this program. If any points regarding your eligibility are unclear, please make inquiries before applying.

[*2] Please refer to the following URL for the Ritsumeikan University Work Regulations for Fixed-term Research Staff.
https://www.ritsumei.ac.jp/research/member/researcher_appointment/ra02/file/yukisyokuin_syugyoukisoku_english.pdf

[*3] For example, if the expected length of employment of the host faculty member is two years, the applicant's research plan should be for up to two years.

[*4] We expect Senior Researchers to actively utilize and participate in the programs, such as the "Rice Ball Seminar," that each Research Organization conducts to help early-career researchers further their career.

3. Screening procedure

1) The Screening Committee on Advanced Research Programs screens applications based on evaluation items and determines adoption/non-adoption.

2) Conduct hearings through interviews or e-mails as necessary.

3) Report the screening results at the Screening Committee to the Committee on Research Administration.

4) Based on the screening results, the Steering Committee of each Research Organization determines employment.

4. Screening criteria

Based on the following criteria, make a comprehensive judgment and decide adoption/non-adoption, having screened the submitted Research Plan and Development Plan.

Target	Screening criteria	Score
Applicant	(1) The applicant has sufficient potential to be an excellent researcher who will play a leading role in the future of academia.	10 points
	(2) Based on their research experiences, research achievements are excellent, and their abilities to carry out the research plan in cooperation with other researchers in the University and the preparation status of the said research are demonstrated.	
	(3) The research plan is specific and of high-quality.	
	*Adoptees for Research Fellowships for Young Researchers by the Japan Society for the Promotion of Science (JSPS) or those who are currently on the waiting list are taken into consideration for the score.	
Host faculty member (reference)	(1) Development plan (2) Details of research framework, support for research network formation, career path, and dissemination of research results *Clearly state if there is a specific research project, etc. in which the Senior Researcher is expected to participate.	

*Based on the policies of promoting gender equality and establishing a diverse environment at the University, female researchers will be given priority if screening results based on evaluation items are comparable.

5. Notification of screening result

Regarding notification of screening results, we will inform the applicants by e-mail on Wednesday, January 29, 2025 (tentative).

6. Handling of application documents and personal information

(1) Submitted materials including the application form and supporting documents shall be used for screening only. Please note that submitted materials will not be returned.

(2) Personal information obtained from the application form and supporting documents shall not be used for any purposes other than that of screening.

7. Application procedure

(1) Host faculty members

- Host faculty members shall prepare a development plan and submit it during the application period using the Form at the following URL.

Submission Form URL: https://forms.office.com/r/dQ1DhtTwf2 (for on-campus access only) (in Japanese/English)

(Form 3) Development Plan by Host Faculty Member:

https://www.ritsumei.ac.jp/research/member/news/detail/?id=126 (in Japanese/English)

(2) Applicants

- Applicants shall register with the electronic application system below, and submit application by attaching the prescribed forms (Form 1) Curriculum Vitae , (Form 2) Research Plan, a certificate of degree acquisition(Only for those who have held a doctoral degree), and those adopted for the Research Fellowship for Young Scientists by the Japan Society for the Promotion of Science (JSPS) shall attach a copy of the screening result notification.

Submission Form URL:https://rw.ritsumei.ac.jp/survey/SVA20D0.html?key=SUR20240801144040911503921 (in Japanese/English)

Forms：https://www.ritsumei.ac.jp/research/member/news/detail/?id=126 (in Japanese/English)

(3) Points to note

- Applications will only be accepted if both the applicant and the host faculty member have completed the application during the application period. Please note that applications will not be accepted if either the applicant or host faculty member has not completed the application by the due date.

- Those adopted for the Research Fellowship for Young Scientists by the Japan Society for the Promotion of Science (JSPS) shall attach a copy of the screening result notification. (If you cannot submit the screening result notification due to misplacement, etc., please print and attach the list of adoptees from the JSPS website (https://www.jsps.go.jp/j-pd/pd_saiyoichiran.html).

- Those who are currently applying for the JSPS Research Fellowship for Young Scientists (to be adopted for AY2025) and have been put on the waiting list shall attach the screenshot of the "details of screening results" on the JSPS Electronic Application System after printing it out in PDF.

- In addition, if the result of the primary screening (document screening) finds the applicant to be on the waiting list after applying for the Early-career Researcher Development Program, first contact the staff in charge below, and submit the screenshot of the "details of screening results" as e-mail attachment after printing it out in PDF.

Application period: Between Wednesday, October 2 and 23:59 on Monday, December 2, 2024

*Please complete your application by clicking the "Submit application" button on the online application form by the end of the application period above.

Applications submitted past the application period will be deemed invalid.

Contacts:

Campus	Office/person in charge
Suzaku	Office of Research Planning & Development Nakahara (Mr.), Ikuta (Ms.) 5th floor, Nakagawa Hall Ritsumeikan Suzaku Campus 1 Nishinokyo-Suzaku-cho, Nakagyo-ku, Kyoto 604-8520 JAPAN Phone: 075-813-8199/Extension: 510-2425, 510-2413 E-mail: resplan4@st.ritsumei.ac.jp
Kinugasa	Research Office at Kinugasa Campus Nishimura (Mr.), Sakane (Ms.) 1st floor, Shugakukan Hall Ritsumeikan University Kinugasa Campus 56-1 Toji-in Kitamachi, Kita-ku, Kyoto 603-8577 JAPAN Phone: 075-465-8233: Extension: 511-2407 E-mail: k-seido@st.ritsumei.ac.jp
Biwako-Kusatsu (BKC)	Research Office at Biwako-Kusatsu Campus Ritsumeikan University Biwako-Kusatsu Campus (BKC) 1-1-1 Noji-higashi, Kusatsu, Shiga 525-8577 JAPAN <<Natural Sciences>> Yamamoto (Mr.) , Hori (Ms.) 3rd floor, Research Center for Disaster Mitigation System Phone: 077-561-3488/Extension: 515-6522, 515-6521 E-mail: b-kodoka@st.ritsumei.ac.jp <<Humanities and Social Sciences>> Yamamoto (Mr.), Miyake (Ms.) 5th floor, Across Wing Phone: 077-561-3945/Extension: 515-6522, 515-2501 E-mail: b-kodoka@st.ritsumei.ac.jp
Osaka Ibaraki (OIC)	Research Office at Osaka Ibaraki Campus Matsumoto (Mr.), Ono (Ms.) 8th floor, Building A Ritsumeikan University Osaka Ibaraki Campus (OIC)

	2-150 Iwakura-cho, Ibaraki, Osaka 567-8570 JAPAN Phone: 072-665-2570/Extension: 513-2991, 513-2997 E-mail: oicro-k@st.ritsumei.ac.jp

8. Others

(1) In the screening, among those who are judged to be particularly excellent, we will provide them with extra support for research encouragement.

(2) Trends in applications and numbers of adoptions for the former Senior Researcher Program (AY2020-AY2022) and the Early-career Researcher Development Program (AY2023-AY2024)

Humanities and Social Sciences

	AY2020	AY2021	AY2022	AY2023	AY2024
Number of applications	39	39	46	27	30
Number of adoptions	8	9	10	11	11
Of which, Ritsumeikan University Ph.D. (No.)	5	5	7	11	11
Of which, Ritsumeikan University Ph.D. (%)	62.5%	55.6%	70%	100%	100%

Natural Sciences

	AY2020	AY2021	AY2022	AY2023	AY2024
Number of applications	11	10	10	11	10
Number of adoptions	3	3	2	4	4
Of which, Ritsumeikan University Ph.D. (No.)	1	2	1	4	4
Of which, Ritsumeikan University Ph.D. (%)	33.3%	66.7%	50%	100%	100%

Overall

	AY2020	AY2021	AY2022	AY2023	AY2024
Number of applications	50	49	56	38	40
Number of adoptions	11	12	12	15	15
Of which, Ritsumeikan University Ph.D. (No.)	6	7	8	15	15
Of which, Ritsumeikan University Ph.D. (%)	54.5%	58.3%	66.7%	100%	100%

To the host faculty members

Ritsumeikan University Researcher database (hereinafter referred to as Researcher DB)

Researcher DB is a database for publishing research achievements and profiles on the internet.

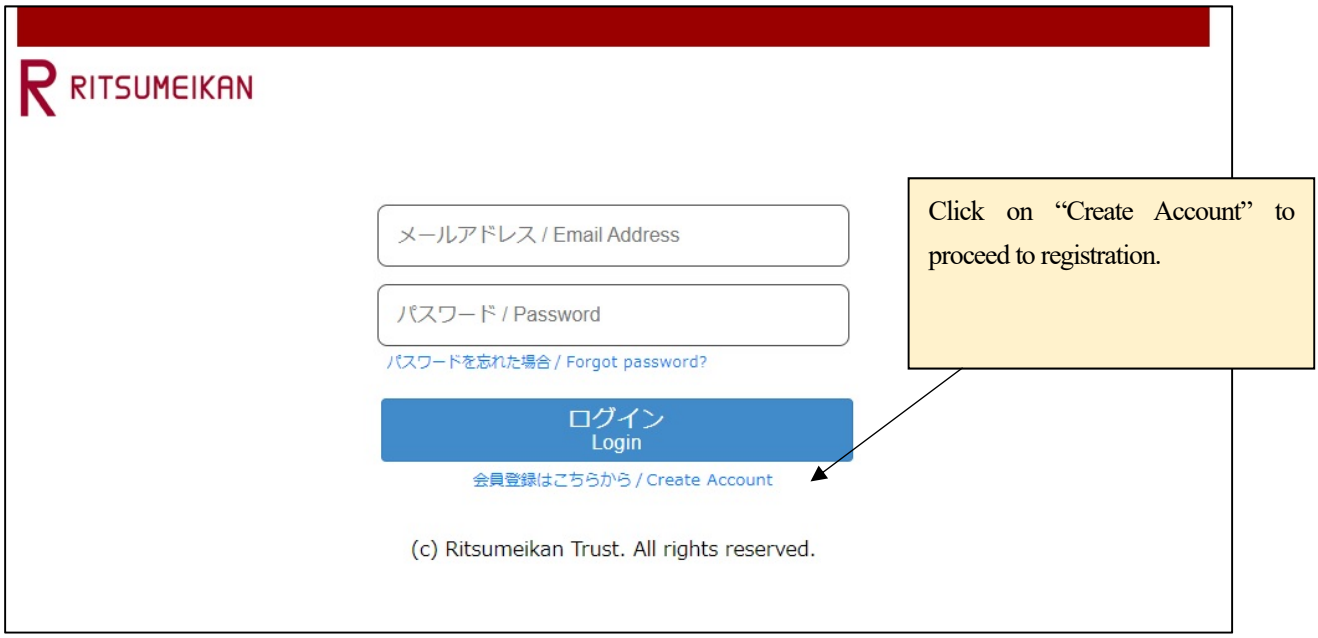
The research achievements entered in the Researcher DB will be the materials for screening, so we would kindly request you to enter as much information as possible. For details, please visit the website of the Division of Research: (https://www.ritsumei.ac.jp/research/member/researcher_login/index.html/) (in Japanese/English)

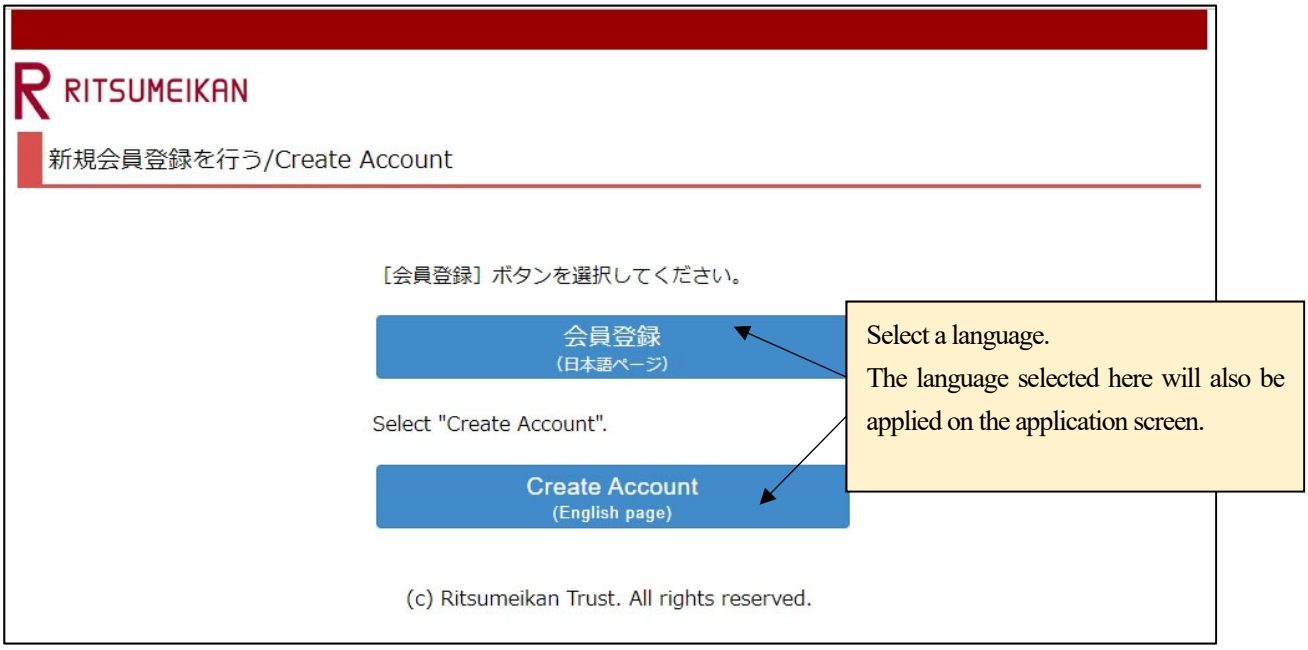
How to Apply for the AY2025 Early-career Researcher Development Program on the Web

Applicant

(1) Please access the URL provided in the Application Guidelines and register as a member. (If you have already registered as a member of RISING-FDC for other applications, etc., please log in and proceed to (4).) Please enter information in the Basic Information Registration Form.

(The following are screen images of the registration form)





(2) You will receive an e-mail containing a URL for registration at the e-mail address you have entered. Please click to complete registration.

(3) After completing registration, access the URL provided in the Application Guidelines again, and you will see the login screen. Please log in with the registered information.

(4) Please fill out the Application Form.

AY2025 Application Form for Early-career Researcher Development Program

Key dates
Application period: Between Wednesday, October 2 and Monday, December 2, 2024
Screening result: To be notified to the applicants by email on Wednesday, January 29, 2025 (tentative)

Q1 Basic Information

* Required field

Email Address *	●●●@●●●●●
Email Address(Confirm) *	●●●@●●●●●
Name *	Ritsumei Hanako
Name(Furigana)	
Date of Birth *	1995/08/01

*Name (Furigana): No need to fill out this item in English.

Required item

Age (As of April 1, 2025)

29 years old

Q2 Host Faculty

Required item

Responsible Research Office

BKC

*Please ask your host faculty about which Research Office is in charge of you and select one from KIC, BKC, or OIC .

Required item

Host Faculty's Name

●● ●●

Information regarding the host faculty member should be entered after verifying with the relevant faculty member.

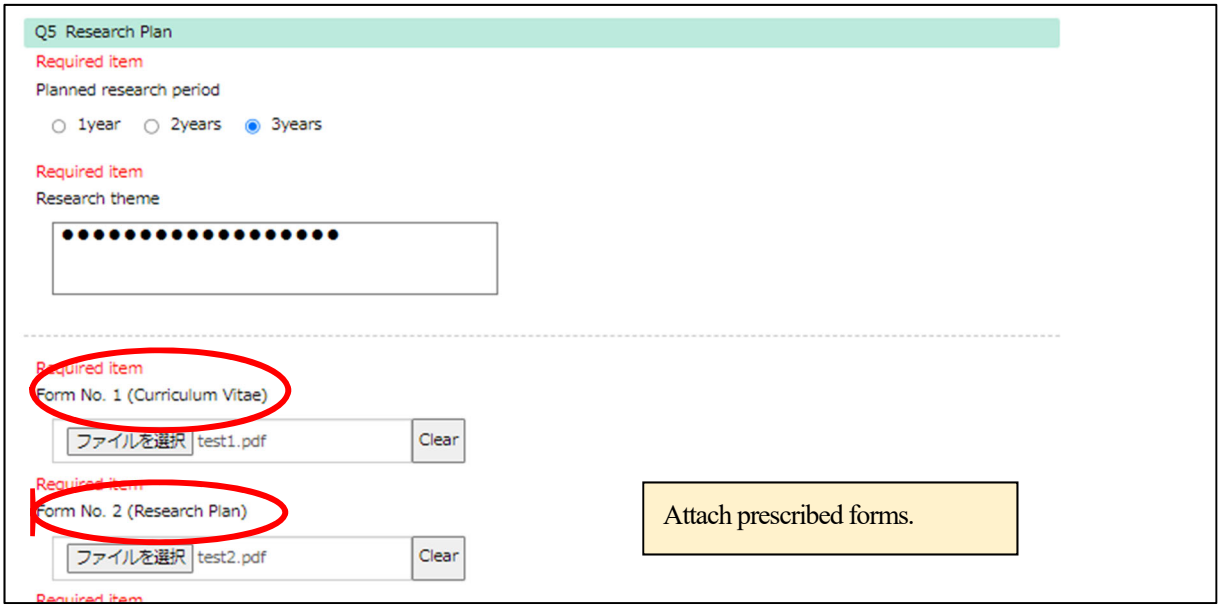
Required item

Host Faculty's Affiliation

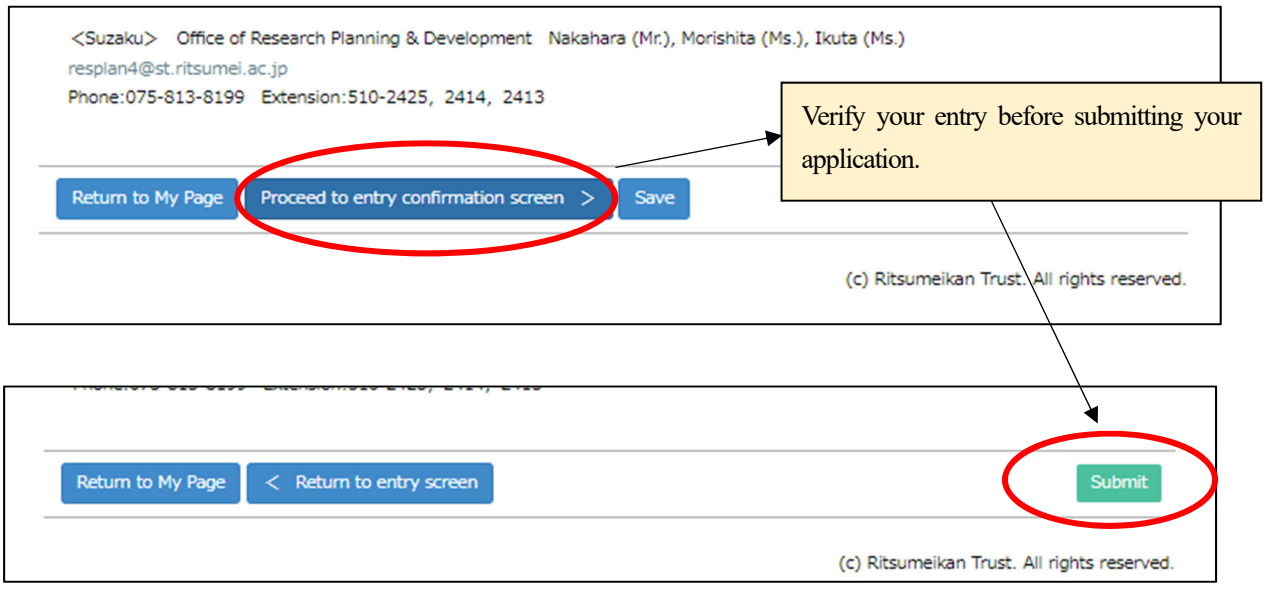
College of Science and Engineering

(College, Graduate School, et c.)

(5) Please upload the prescribed form posted on the University's website for attaching files. (https://www.ritsumei.ac.jp/research/member/news/detail/?id=126)



(6) After entering the information, click the "Proceed to entry confirmation screen" button and verify whether the application has been made properly. Please check the information carefully, as it is not possible to revise the Application Form after the application is complete. If there are no problems, click the "Submit" button.



(7) When you receive an application completion e-mail to the registered address, the application process is complete.

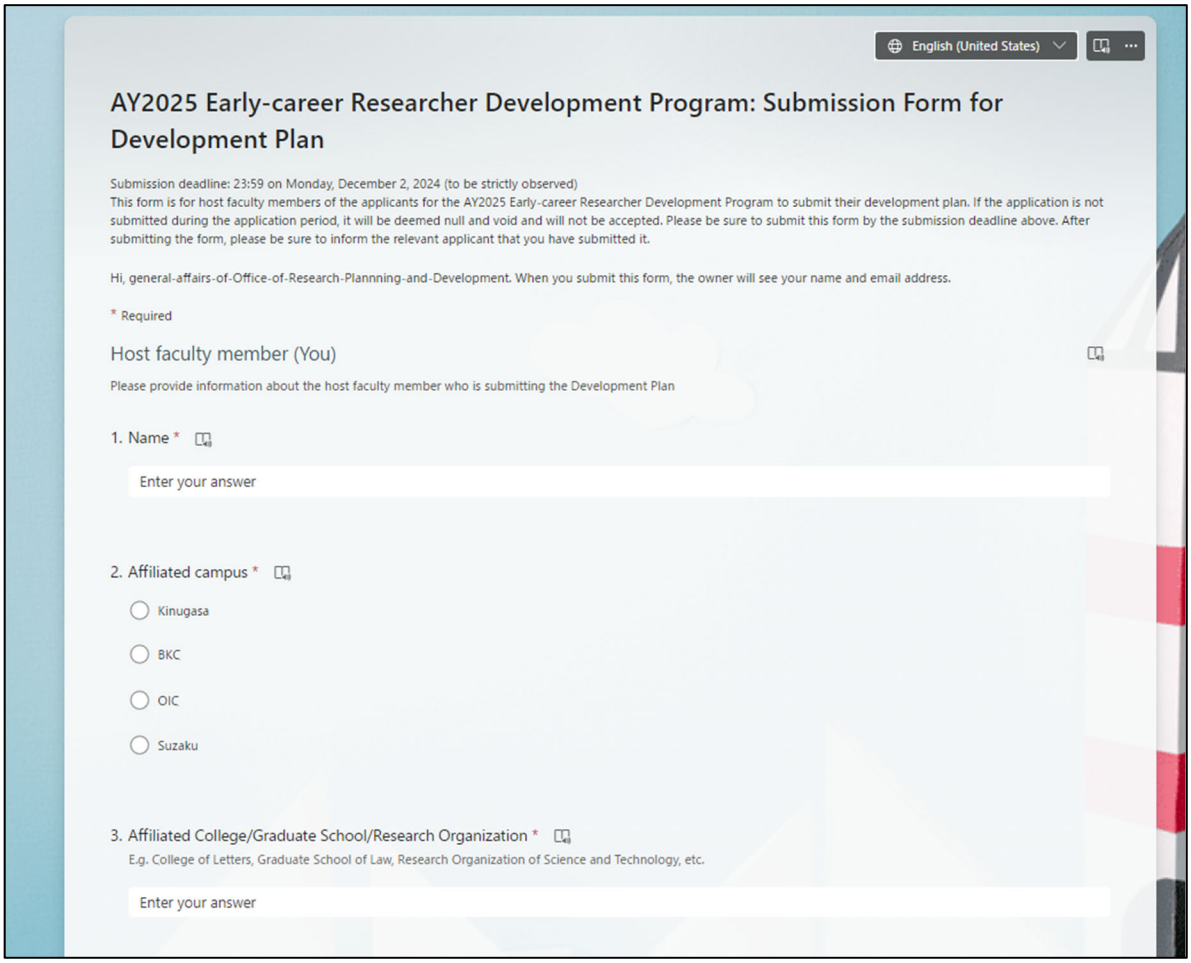
Continue to the next page

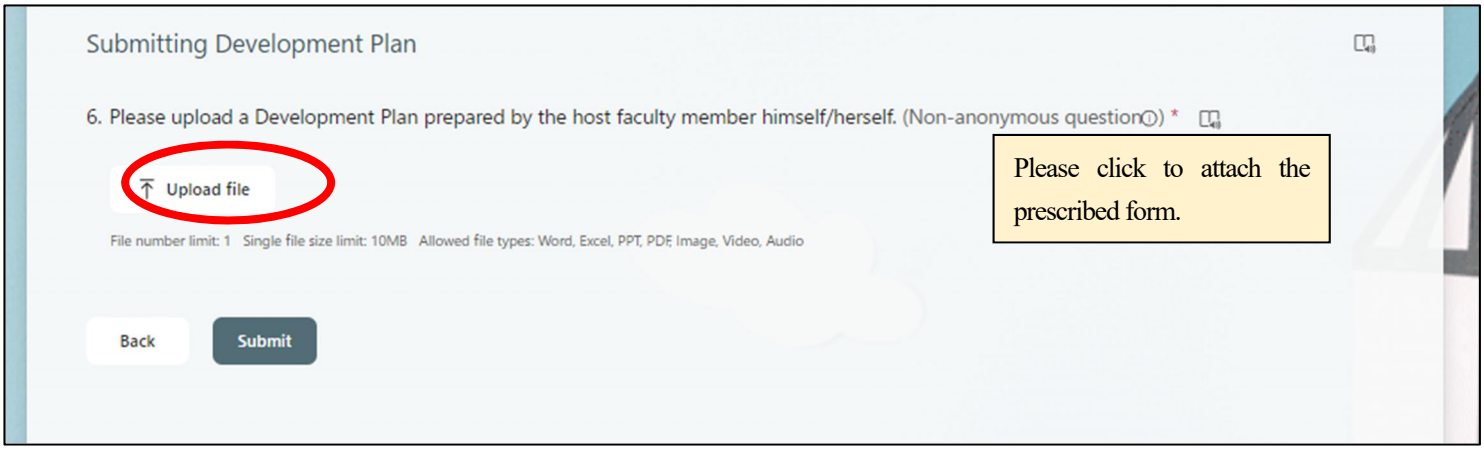
Host Faculty Member

(1) Please access the URL provided in the Application Guidelines to download the (Form No. 3) Development Plan, and fill in the required information.

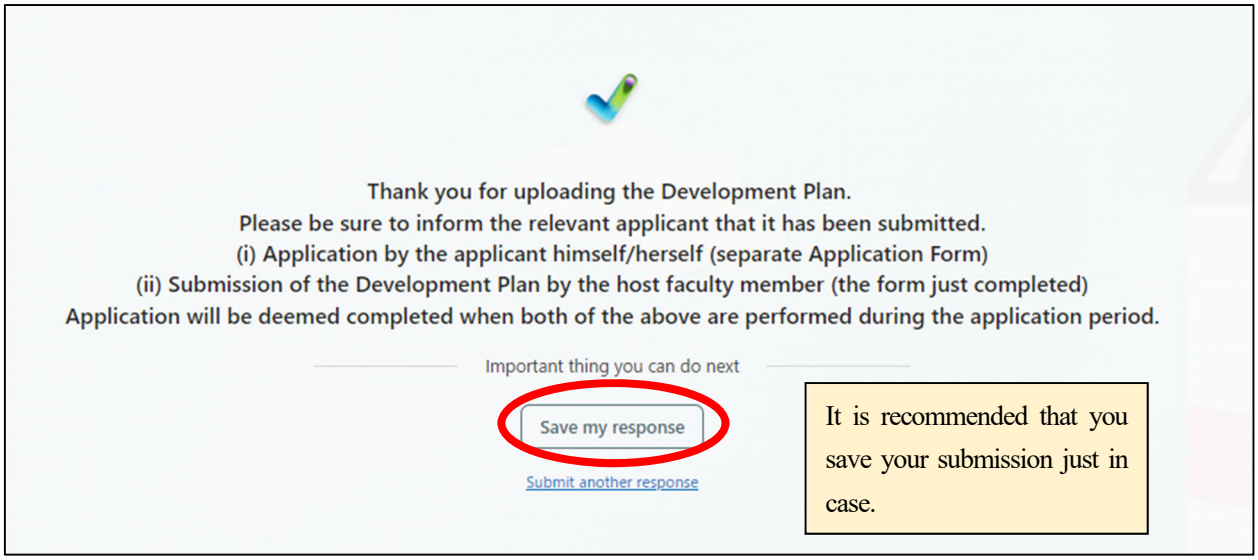
(2) Please access the URL for the Form to be submitted with an on-campus ID, fill in the required information, and upload the prepared Development Plan to submit it.

*This is the Application Form for an on-campus ID only.





(3) The application on the part of the host faculty member is complete when the following screen appears. It is recommended that you save your submission.



Note: Due to regular maintenance, the application form will not be available during the following time.
- Every day from 4:30 AM to 5:30 AM (except during registration period: from 2:00 AM to 6:30 AM)
- Every Wednesday from 7:30 PM to 9:00 AM the following morning (maintenance may not always be performed)