

Spring Semester 2024  
Ritsumeikan University Tuition Reduction for  
Privately-Financed International Students  
Application Guidelines

Application Period	
April 2, 2024 (Tue)	1:00 pm ~
April 11, 2024 (Thu)	5:00 pm (Deadline strictly enforced)

Ritsumeikan University International Center

# 1. About the 2024 Spring Application (Overview)

## (1) Introduction

As a rule, eligible students will be able to apply for the “Ritsumeikan University Tuition Reduction for Privately-Financed International Students” only once per year, from the semester matching their semester of enrollment (April enrollees apply in the spring, September enrollees apply in the fall). As such, students eligible to apply via these application procedures are as follows:

(1)	April enrollees
(2)	September enrollees who have been reinstated or readmitted in the 2024 Spring Semester
(3)	September enrollees who changed from a Japanese Government Scholarship student to a privately-financed student in the 2024 Spring Semester (information will be provided for eligible students individually).

\* For students other than (1) (2) (3) above, please apply during the 2024 Fall Semester application period.

\* In the 2024 Spring Semester application period, Tuition Reduction and Scholarship applications are to be submitted via separate online application forms. These guidelines describe the application for Tuition Reduction. To apply for scholarships, please refer to the separate Scholarship Application Guidelines.

\* **The current Ritsumeikan University Tuition Reduction Scholarship for International Students will end in 2025. Tuition reduction from 2026 onwards has not yet been determined.**

## (2) Schedule

The application schedule is as follows.

<b>Application Period</b>	<b>April 2 (Tue) 1:00 pm ~ April 11, 2024 (Thu) 5:00 pm (Japan Standard Time)</b>
<b>Tuition Reduction Selection Results</b>	<b>Announced on May 16, 2024 (Thu) (as currently scheduled)</b>

## (3) Application Procedure

To apply, fill in all requisite information using the online application form at either link below.

Japanese	<a href="https://global.support.ritsumei.ac.jp/hc/ja/articles/360059530133">https://global.support.ritsumei.ac.jp/hc/ja/articles/360059530133</a>
English	<a href="https://global.support.ritsumei.ac.jp/hc/en-us/articles/360059530133">https://global.support.ritsumei.ac.jp/hc/en-us/articles/360059530133</a>



- Your RAINBOW ID and password will be required to access the application form.
- The online application form will not be available during the hours below due to system maintenance:  
Everyday from 4:30 am to 5:30 am (During course registration periods: from 2:00 am to 6:30 am)  
From 7:30 pm Wednesdays to 9:00 am Thursdays

## (4) Eligible Applicants

<b>Those eligible to apply this application period</b>	<b>Period in which these application details apply</b>
April enrollees	Those selected via this application can receive Tuition Reduction for Spring Semester 2024 and Fall Semester 2024.
September enrollees who have been reinstated or readmitted from the 2024 Spring Semester or who will change from a Japanese Government Scholarship student to a privately-financed student in the 2024 Spring semester.	Those selected via this application can receive Tuition Reduction for Spring Semester 2024

## ( 5 ) Contact

Send any inquiries via the question form at the link below.

Japanese	<a href="https://global.support.ritsumeai.ac.jp/hc/ja/requests/new?ticket_form_id=360005720194">https://global.support.ritsumeai.ac.jp/hc/ja/requests/new?ticket_form_id=360005720194</a>	
English	<a href="https://global.support.ritsumeai.ac.jp/hc/en-us/requests/new?ticket_form_id=360005720194">https://global.support.ritsumeai.ac.jp/hc/en-us/requests/new?ticket_form_id=360005720194</a>	

## 2. Tuition Reduction System

### ( 1 ) Tuition Reduction Types

What is Tuition Reduction? Tuition Reduction is a system offered by Ritsumeikan University with the purpose of reducing the fiscal burden of international students by covering all or a percentage of tuition fees. According to the rules established in the “Ritsumeikan University Tuition Reduction Scholarship for International Students Regulations,” Tuition Reduction equaling 20%~100% of tuition fees is awarded to selected applicants.

#### Tuition Reduction for Privately-Financed International Students (Current Undergraduate Students)

Students enrolled via Japanese language-based admissions	Undergraduate Category I (100% Reduction)	Top 10% of total applicants
	Undergraduate Category II (50% Reduction)	Next top 10% of total applicants after Category I recipients
	Undergraduate Category III (20% Reduction)	Next top 50% of total applicants after Category I and II recipients
Students enrolled via English language-based admissions	Undergraduate Category I (100% Reduction)	Top 10% of total applicants
	Undergraduate Category II (50% Reduction)	Next top 10% of total applicants after Category I recipients
	Undergraduate Category III (20% Reduction)	All applicants who did not receive a Category I or II reduction

\*Tuition Reductions for new students (students newly enrolled from the 2024 Spring Semester except for transfer students, etc.) are decided at the time of admissions results, thus, such students are not eligible to apply during this application period.

#### Tuition Reduction for Privately-Financed International Students (Graduate Students)

All Graduate Schools	Graduate Category I (100% Reduction for the regular program duration)	Recipients notified at time of admissions screening results announcement (Selection via this application not possible)
	Graduate Category II (20% Reduction)	All applicants who meet eligibility criteria (Students not selected for Graduate Category I should apply)

## ( 2 ) Award Period

The award period is one year, from April 2024~ March 2025.

However, the Tuition Reduction award period for April enrollees who have been reinstated, been readmitted, or who have changed from a Japanese government scholarship student to a privately-financed student starting the 2024 Spring Semester is one semester only.

## ( 3 ) 2024 Spring Semester Tuition Reduction Application Eligibility Criteria

• Applicants must meet ONE of the following requirements (A), and ALL of the following requirements (B).

A	<p><b>Applicants must meet ONE of the following requirements.</b></p> <ol style="list-style-type: none"><li>1) Be an April enrollee enrolled for the 2024 Spring Semester; or</li><li>2) Be an April enrollee studying abroad on a program administered by Ritsumeikan University for the 2024 Spring Semester (with an enrollment status of “Study Abroad”); or</li><li>3) Be a September enrollee who has been reinstated or reenrolled from the 2024 Spring Semester or will change from a Japanese Government Scholarship student to a privately-financed student in the 2024 Spring Semester.; or</li><li>4) Be authorized by the International Center to apply due to special circumstances.</li></ol>
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B	<p><b>In addition to (A) above, applicants must meet ALL of the following requirements (B).</b></p> <ul style="list-style-type: none"><li><input type="checkbox"/> Must be a privately-financed international student currently enrolled in an undergraduate or graduate school degree-seeking program as of April 1st, 2024.<ul style="list-style-type: none"><li>*Undergraduate students who enrolled in April 2024 are ineligible, as Tuition Reduction for new students is already decided at the time of their admission screening.</li><li>*Students who enrolled via a scholarship provided by a government or other organization that is paying for their tuition fees are ineligible.</li><li>*Application is unnecessary for Graduate Category I awardees.</li></ul></li><li><input type="checkbox"/> Must hold a “Student” residence status or be scheduled to obtain a “Student” residence status, and be within the standard number of years required for graduation.</li><li><input type="checkbox"/> 2nd year and higher undergraduate students <u>only</u>: Must meet credit standards<ul style="list-style-type: none"><li>*Undergraduate Categories I and II: The total number of credits earned as of completion of semester immediately preceding the semester of this application must be equal to or greater than the total number of credits required for graduation divided by 8, then multiplied by the number of semesters you have been enrolled as of completion of the previous semester. <math display="block">\frac{\text{Total credits earned as of completion of semester immediately preceding semester this application is submitted}}{8} \geq \left( \frac{\text{Credits required for graduation}}{8} \right) \times (\text{Number of semesters enrolled as of completion of semester immediately preceding semester this application is submitted})</math></li><li>*Undergraduate Category III: The total credits earned over the course of the two semesters immediately prior to the semester of this application must be 10 or more.</li></ul></li></ul>
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## ( 4 ) Tuition Reduction Selection Procedures

**Undergraduate students only; graduate students need only meet application requirements.**

• **Undergraduate students:** Selection will be based according to the following credit standard and grade standards, as well as submitted application documents.

i) Credit standards: At the time of application, students must have acquired the number of credits listed below, or more, in order to be eligible to apply.

(1/8 of the no. of credits required to graduate from your college) x (no. of semesters enrolled)

ii) Grade standard: Evaluation will be based on cumulative GPA at the time of the screening.

\*Cumulative GPA is calculated according to the following equation.

$$\frac{(5 \times \text{number of "A+" credits}) + (4 \times \text{number of "A" credits}) + (3 \times \text{number of "B" credits}) + (2 \times \text{number of "C" credits})}{(\text{Total Number of registered A+, A, B, C, and F credits})}$$

[Notes]

- Credits for courses not necessary for graduation and courses graded as N or T will not be included in the GPA calculation.
- Those who are reinstated or readmitted from the 2024 Spring Semester will have the following credit and grade standards applied.
  - Credit standard: Number of credits as of the end of the 2023 Fall Semester.
  - Grade standard: Cumulative GPA as of the end of the 2023 Fall Semester.
- Cumulative GPA for those currently studying abroad via a Ritsumeikan University-administered program is their most recent cumulative GPA score available as of the time of application.
- Students who have transferred to Ritsumeikan from Spring 2024 as second or third year students (DUDP) will be considered as having fulfilled credit requirements. Scores of accepted transfer credits will all be evaluated as B credits (=3) to calculate cumulative GPA.

## ( 5 ) Announcement of Results

Results are scheduled to be announced via manaba+R on Thursday, May 16<sup>th</sup>, 2024.

## ( 6 ) Points of Caution

### • About the Application

- 1) Students who wish to receive Tuition Reduction **must apply** for Tuition Reduction **each year**. Applying for Tuition Reduction once **does not** automatically grant a student Tuition Reduction for the duration of their studies.
- 2) September enrollees, excluding new students who enrolled in April 2024, who meet the application criteria but who fail to apply for Tuition Reduction via this “2024 Spring Application” cannot receive Tuition Reduction for both the 2024 Spring Semester and the 2024 Fall Semester.
- 3) Tuition Reduction for newly enrolled undergraduate students in their first year (students newly enrolled from the 2024 Spring Semester except for transfer students, etc.) is determined at the time of the admissions screening. Thus, such students are ineligible to apply for Tuition Reduction at this time.
- 4) The Tuition Reduction award period for September enrollees who have been reinstated or readmitted from the 2024 Spring Semester is one semester in length. Thus, such students who wish to receive Tuition Reduction from the 2024 Fall Semester onward must submit an additional application for Tuition Reduction during the 2024 Fall application period. Because the International Center must confirm the situation of students who have taken a leave of absence in order to make a determination about the application of tuition reduction, such students should consult the International Center through the Online Support Desk before applying.
- 5) Students who will reach the end of their standard program duration at the end of the 2024 Spring Semester are only eligible to receive one semester of Tuition Reduction if selected.

- **Students on a “Leave of Absence”**

Those whose 2024 Spring Semester enrollment status is “Leave of Absence” cannot apply for Tuition Reduction. Furthermore, Tuition Reduction will be cancelled if a student’s enrollment status changes to “Leave of Absence” after applying for Tuition Reduction.

- **Regarding the Revocation of Tuition Reduction (please read the regulations for details)**

1) About revocation: According to the regulations, students granted Tuition Reduction who meet any of the following standards will have their Tuition Reduction revoked.

- a. Those whose application is found to contain falsification or forgery, etc.
- b. Those who no longer meet the Tuition Reduction eligibility requirements.
- c. Those taking a leave of absence from their studies.
- d. Those who have withdrawn from the university or who have been expelled.
- e. Those suspended from the university for 3 months or more.
- f. Those who are judged by the Executive Director of the Division of International Affairs as unfit to receive Tuition Reduction.

2) Regarding Repayment of Tuition in the Event of Revocation of Tuition Reduction

Those whose Tuition Reduction is revoked must pay an amount equal to that of their cancelled Tuition Reduction award amount for the semester(s) in question, in full, within two weeks of the day of receiving notification of the cancellation.

- Ritsumeikan University Tuition Reduction Scholarship Regulations

<http://en.ritsumei.ac.jp/current-students/doc/RitsumeikanUniversityTuitionReductionScholarshipRegulations.pdf>

- **Points to keep in mind if changing from another residence status to “Student” status**

Tuition Reduction applications submitted by students who plan to change their residence status from another status to “Student” will be accepted only if the student indicates their plans to change their residence status within the online application.