

2024 Spring Semester International Student Orientation

Congratulations!



Ritsumeikan University International Center

Schedule

13:00-14:30 JST, Monday, March 25th

Time	Presentation
13:00-13:03 (3min)	Greetings (International Center)
13:03-13:18 (15min)	Student Life (Student Office)
13:18-13:28 (10min)	Job Hunting (Career Center)
13:28-13:38 (10min)	Health Exams and Illness (Medical Center)
13:38-13:48 (10min)	Joining the Co-op (RU Co-op)
13:48-14:30 (42min)	Residence Status, Scholarships, Helpdesk (International Center)

NOW, please enter the breakout room for YOUR campus!

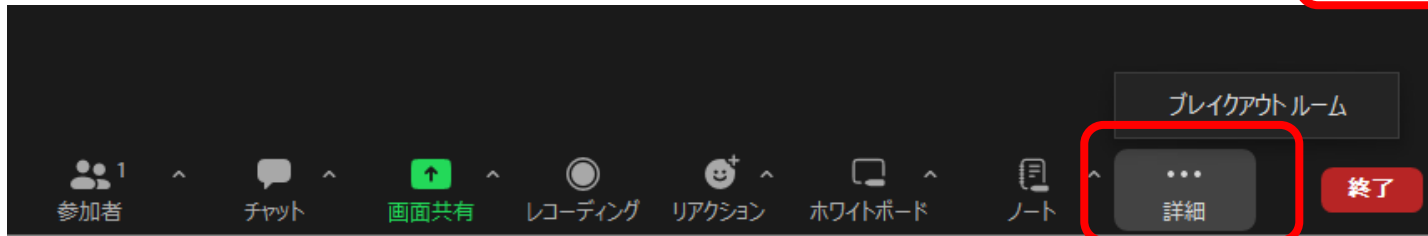
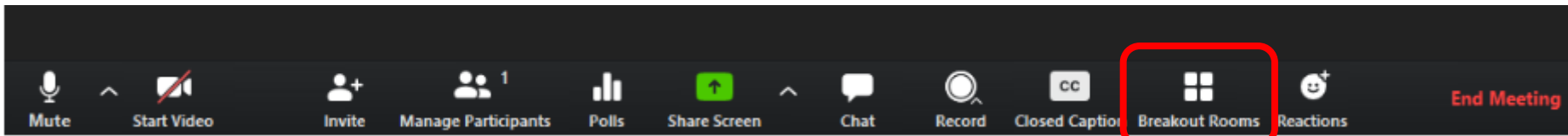
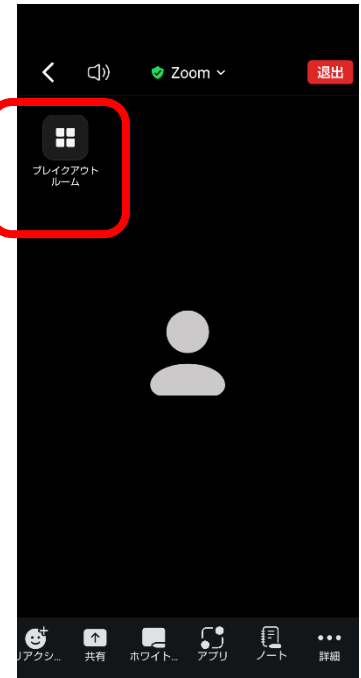
Enter the **KIC(衣笠/京都)** breakout room if you're enrolling into the College or Graduate School of **Law, Letters, Social Sciences/Sociology, or International Relations**

Enter the **BKC(滋賀)** breakout room if you're enrolling into the College or Graduate School of **Science and Engineering, Economics, Pharmacy, Life Sciences, Sport and Health Science, or Gastronomy Management**

Enter the **OIC(大阪)** breakout room if you're enrolling into the College or Graduate School of **Policy Science, Management, Comprehensive Psychology/Human Science, Global Liberal Arts, Image Arts and Sciences, or Information Science and Engineering**

How to get to your Breakout Room

Click/tap any of these icons to find the Breakout Rooms



International Center Guidance

- 1. About the International Center**
- 2. Mandatory Procedures**
- 3. Residence Status**
- 4. Financial Aid (Tuition Reduction/Scholarships)**
- 5. Student Support Coordinator**
- 6. Consulting with the Center**
- 7. Beyond Borders Plaza (BBP)**
- 8. Other**
- 9. Review**

About the International Center

International Students

Student
Life
Support

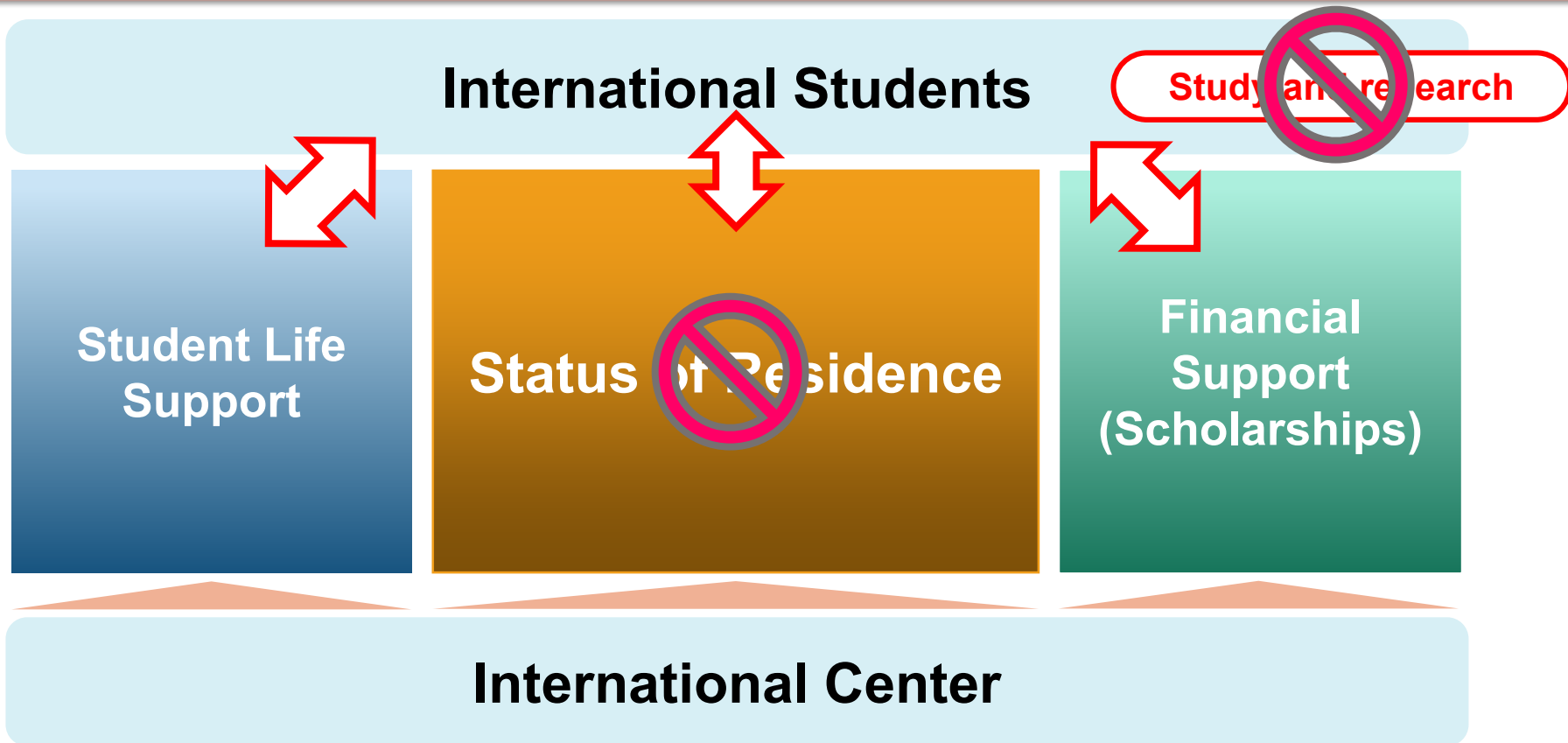
Residence
Status

Financial
Aid

International Center

The International Center provides support in three important areas for international students: **student life support**, **residence status**, and **financial aid**.

About the International Center



Poor living and financial conditions can have a negative impact on academics.

As a result, poor grade => Not be able to keep a status of residence "Student".

The International Center provides support in the above three areas so that you can concentrate on your studies and research.

About the International Center

**Beyond
Borders**

🔍 Search

Frequently Asked Questions from International Students

Frequently Asked Questions About Study Abroad

Form for Inquiry/Submit (Students Only)

At the [International Center Online Support Desk](#) we've compiled FAQs from students. Check here first if you have any questions.

The following are **mandatory procedures** students need to take care of. Procedures need to be completed at your local city hall/branch office/ward office. Read through "[2-2 Complete the following procedures at the ward office](#)" for details, and take note of the specifics (if any) mentioned for your campus.

- ① **Registering your Address**
- ② **Enrolling in National Health Insurance**
- ③ **Enrolling in National Pension**

Residence Card

Status of
Residence

Your residence card **must be carried at all times.**

Failure to carry may result in a fine of up to 200,000 yen, and failure to present it to an immigration inspector, immigration security officer, or police officer may result in imprisonment for up to one year or a fine of up to 200,000 yen.

日本国政府
GOVERNMENT OF JAPAN

在留カード
RESIDENCE CARD

番号 AB12345678CD
No.

氏名 立命 かん
NAME RITSUMEI KAN

生年月日 2010年11月10日 性別 男 M 国籍・地域 ○×国
DATE OF BIRTH Y M D SEX NATIONALITY/REGION

居住地 京都府京都市北区等持院56-1

在留資格 留学
STATUS College Student

就労制限の有無 就労不可

在留期間(満了日)
PERIOD OF STAY (DATE OF EXPIRATION) 2年3月 (2023年6月14日)
Y M Y M D

許可の種類 在留期間更新許可(大阪入国管理局長)
許可年月日 2021年6月14日 交付年月日 2021年6月14日

このカードは 2023年9月14日まで有効です。



法務大臣

Sample

住居地記載欄

届出年月日	居住地	記載者印
2017年3月2日	京都市中京区西ノ京朱雀	中京区長

資格外活動許可欄

在留期間更新等許可申請欄

A "Student" residence status is granted for conducting study and research.

Your address will be registered by submitting a notification of moving out or moving in to the ward office or city hall, or branch office where you live.

Residence Card

Status of
Residence

日本国政府
GOVERNMENT OF JAPAN

在留カード
RESIDENCE CARD

番号 AB1234567890
No.

氏名 立命 かん
NAME RITSUMEI KAN

Sample

生年月日 2010年11月10日 性別 男 M 国籍・地域 ○×国
DATE OF BIRTH Y M D SEX NATIONALITY/REGION

居住地 京都府京都市北区等持院56-1

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Sample

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届出年月日

居住地

記載者印

2017年3月2日

京都市中京区西ノ京朱雀

中京区長

資格外活動許可欄

在留期間更新等許可申請欄

You are responsible

- Keep track of your **period of stay (date of expiration)**
- **Apply for extension before the expiration date. For details →**
- ※ You can apply **3 months before** your period of stay expires.
- ※ **Apply at the Immigration Bureau with documents prepared in advance.**
- ※ **One part of the application is filled out by the university.**
- ※ If your grades are poor you may be denied extension and need to leave Japan, or the extension granted may be very short.



Part-Time Work Permit

Status of Residence

- ❁ A “Student” residence status is granted for conducting study and research.
- ❁ Any activity other than study or research (for example, part-time work) is considered an “Activity other than that Permitted by the Status of Residence”.
- ❁ **To engage in activities other those permitted by the status of residence previously granted, apply to the Immigration Bureau.** If approved, the back-side of your card will be stamped.
- ❁ Working part-time without a permit is **against the law.**

日本国政府
GOVERNMENT OF JAPAN

在留カード
RESIDENCE CARD

番号 AB12345678CD
No.

氏名 立命 かん
NAME RITSUMEI KAN

生年月日 2010年11月10日
DATE OF BIRTH Y M D

性別 男 M
SEX

国籍・地域 ○×国
NATIONALITY/REGION

居住地 京都府京都市北区等持院56-1


在留資格 留学
STATUS College Student

就労制限の有無 就労不可

在留期間 (満了日)
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(DATE OF EXPIRATION) Y M Y M D

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法務大臣

Sample

住居地記載欄

届出年月日	居住地	記載者印
2017年3月2日	京都市中京区西ノ京朱雀	中京区長

資格外活動許可欄

許可:原則週28時間以内
風俗営業等の従事を除く

在留期間更新等許可申請欄

A stamp will be imprinted at the bottom

Part-Time Work Permit

Status of Residence

- ❁ The period of the "Permission to Engage in Activity other than that Permitted by the Status of Residence" (part-time work permit) is the **same as the period of stay**.
- ❁ If you extend your period of stay, **your previous part-time work permit becomes invalid**. Apply for a new one at the Immigration Bureau.
- ❁ Hours allowed for part-time work: **28 hours per week or less** (During long vacations (see Academic Calendar), max of 8 hours/day, 40 hours/week)

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在留資格 留学
STATUS College Student 就労制限の有無 就労不可

在留期間 (満了日)
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法務大臣

Sample

住居地記載欄

届出年月日	居住地	記載者印
2017年3月2日	京都市中京区西ノ京朱雀	中京区長
This "Permission" is valid until expiration of the this residence card.		
資格外活動許可欄	許可:原則週28時間以内 風俗営業等の従事を除く	在留期間更新等許可申請欄

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Part-Time Work Permit

Status of
Residence

❗ Work related in any shape or form to the adult entertainment business is strictly prohibited, **even just washing dishes or cleaning.**

Adult Entertainment Business: "Snacks", night clubs, host/hostess clubs, cabarets, soap lands, pachinko parlors, mahjong rooms, bars/cafes where staff entertain clients and any other establishments related to the sex industry. Even just completing simple tasks such as washing dishes or room-cleaning at such establishments is prohibited. Providing obscene images/videos on the Internet is also prohibited. (These include places where alcoholic drinks are served late at night, places with dark rooms, and those with loud noise indoors.)

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RESIDENCE CARD

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No.

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NAME RITSUMEI KAN

Sample

生年月日 2010年11月10日 性別 男 M 国籍・地域 ○×国
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在留資格 留学
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The 'part-time work permit' clearly states, "except for engaging in the adult entertainment business, etc."

資格外活動許可欄

許可:原則週28時間以内
風俗営業等の従事を除く

在留期間更新等許可申請欄

Japanese Border Re-entry Permission

Status of Residence



Special Re-entry Permission

By applying for and obtaining a “**Special Re-entry Permit**” at the airport, you will be able to re-enter Japan using the combination of your passport and current residence card. (Form→)

The validity period of the Special Re-entry Permit is up to one year from departure, or if your residence status is valid for less than one year, your residence status expiration date.

Please check the expiration date listed on your residence card before departure.

再入国出国記録 EMBARKATION CARD FOR REENTRANT ①

[DEPARTURE]

氏名 Name	Family Name					
	Given Names					
生年月日 Date of Birth	Day 日	Month 月	Year 年	主な渡航先国名 Destination		
航空機便名・船名 Flight No./Vessel	出国予定期間 Intended period out of Japan		<input type="checkbox"/> 1年以内 Within one year		<input type="checkbox"/> 1年超2年以内 Over one year but within two years	<input type="checkbox"/> 2年超 Over two years
次のいずれかに <input checked="" type="checkbox"/> を記入してください。 Please check either one of the boxes below.						
<input checked="" type="checkbox"/> 1. 一時的な出国であり、再入国する予定です。 I am leaving Japan temporarily and will return.						
<input type="checkbox"/> 2. 「再入国許可」の有効期間内に再入国の予定はありません。 I do not plan to re-enter Japan while my re-entry permit is valid.						
<small>(地方入国管理官署で「再入国許可」を受けており、その有効期間内に再入国予定のない方は、<input checked="" type="checkbox"/>して下さい。) (Check the box if you do not plan to re-enter Japan while your re-entry permit, which you have obtained at a regional immigration bureau, is valid.)</small>						
署名 Signature						

官用欄
Official Use Only

裏面を見てください。 See the back.

※ A “Re-entry Permit” is available for those who leave Japan for more than one year. It allows re-entry into Japan with the same residence card as long as it is within the period of stay. However, this system is generally not applicable to international students. Further, application is made at the Immigration Bureau, not at the airport.

What International Students need to do

Status of
Residence

• Submit your residence card information



Please submit photos of both sides of your residence card containing your newly registered address by **April 10th**

• Submit monthly attendance confirmation



Whether in Japan or not, after enrollment please answer the attendance confirmation questionnaire in the [manaba+R course section](#) every month. You do not need to answer the questionnaire during the long vacations (Aug, Sep, Feb, Mar). **Failure to submit the form may result in the following.**

- **Being reported to MEXT and the Immigration Bureau as a long-term absentee / missing person.**
- **Losing the ability to receive support from the university,** such as issuance of documents necessary to extend your period of stay, scholarship recommendation, etc.

There are other times when you must report your residence status to the university. Refer to [3-2 What every international student must remember to do](#) for details.

- When leaving Japan → Submit a "Notification for Temporarily Leaving Japan"
- When your phone no./address changes → File change on CAMPUS WEB and at Manabi Station 16

Tuition Reduction / Scholarships

Financial
Support

Tuition Reduction during your first year

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

- Tuition Reduction during your first year is as follows.
- Graduate students not selected for 100% reduction when receiving their admission results who want a reduction must APPLY for Tuition Reduction NOW.

Course	Timing of decision for Tuition Reduction
Undergrad	Determined prior to enrollment based on entrance exam scores.
Graduate	Those who want it <u>must apply as soon as they enroll.</u>

- Students who wish to receive Tuition Reduction in subsequent years must re-apply annually. Students may apply once a year, only, according to the schedule here.

Students admitted in	Apply each year in
April	Early April
September	Late September

Scholarships

- Students may apply at the start of each semester. The post-enrollment application period will begin very soon – don't miss it!

To apply, refer to orientation homepage **3-3 Useful information for student life** item no. 3
[“Applying for scholarships after enrollment as a self-financed student”](#)

- International Students can consult with an “**International Student Support Coordinator**” to discuss any daily life concerns.
The coordinator will listen, discuss what to do, and support you in your journey to overcoming your obstacles. Feel free to contact them when you’re having trouble acclimating to life in Japan, etc.
- You can make an appointment through the QR code for an individual consultation (face-to-face / Email / Zoom)
Basic and simple inquiries are also welcome.



Click

When you have Questions for the International Center

Student Life Support

Residence Status

Financial Aid

➤ Online Support Desk

You can complete various procedures, submit applications, and ask questions without visiting the center.

- Residence status questions
- Daily life questions
- Scholarship/Tuition Reduction questions, etc.



➤ In-person Support Desk

When classes are in session: 10:00 to 17:00

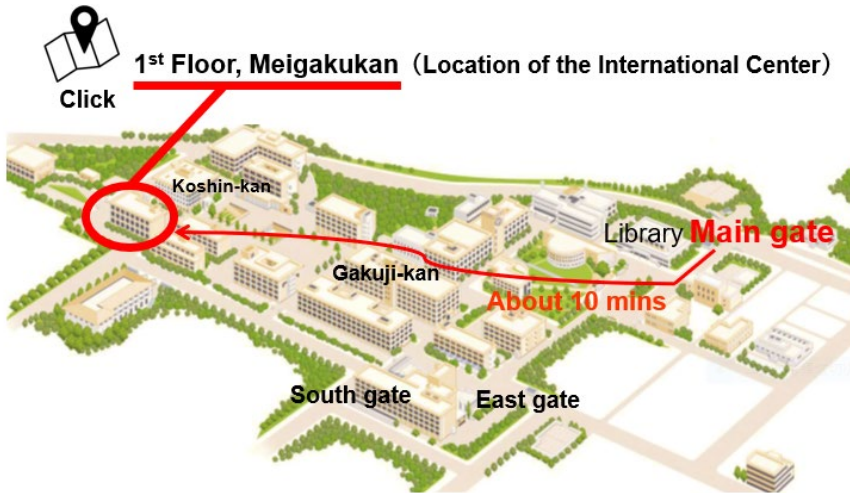
During long vacations: 13:00 to 17:00

⌘ Closed for lunch break from 11:30 to 12:30.

⌘ Thursdays when classes are in session: open from 12:30 to 17:00.



Access to the International Center



The International Center (Meigaku-kan) is located on the west side. It takes about 10 minutes to walk from the main gate.



The Center at OIC is scheduled to move in June. A notice will be posted on manaba+R.

Ritsumeikan University Biwako-Kusatsu Campus(BKC) Campus Map

BKC International Center
Central Arc
2nd fl.



Where is the International Center?

Check the university email inbox and manaba+R regularly to catch important info like the call for applications for scholarships and tuition reduction, etc.

Separately, if calling or emailing the International Center, remember to mention your Name, Faculty, and Student ID Number. **We cannot help you unless we know who you are!**

- **Manaba+R**

<http://www.ritsumeai.ac.jp/ct/>



**Check both of
these daily!**

- **Uni email: *youremail@ed.ritsumeai.ac.jp***

Login ID

<regular students> Notified to you on 3/31 via [Ritsu-Mate](#)

<non-regular students> You'll receive your RAINBOW ID from your department.

- Regular students are also contacted through the International Student mailing list from time to time with info and requests regarding scholarships, residence status and so fourth.

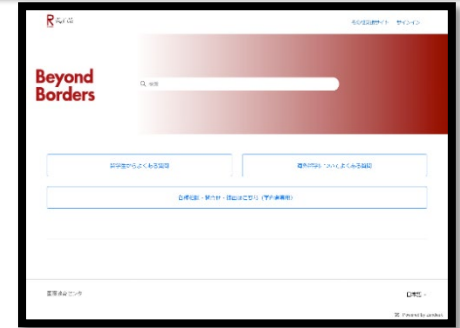
Review – Important pages

Online Support Desk

What's it good for?

- An international student FAQ (updated regularly)
- Sending inquiries to the Center and submitting documents

<https://global.support.ritsumei.ac.jp/hc/en-us>



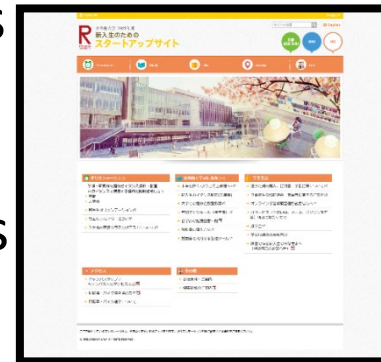
International Student FAQ

-Access important information for international students such as residence status, scholarships, and procedures related to daily life

-Confirm essential information for international students

Orientation (Startup Site)

-Centralizes necessary information for new students.



Beyond Borders Plaza (BBP)

Student Life
Support

The BBP is an open space for domestic and international students to make friends, chat, and enjoy learning from one another in a friendly atmosphere. You will find various intercultural exchange activities, extracurricular language learning opportunities, advice and information on study abroad, and so much more at the BBP. For more details, check the website.

国際交流や言語学習を中心としたグローバルコモンズ
Global Commons Focusing on International Exchange and Language Learning

Beyond Borders Plaza



Click

サポートデスク予約

Preparing for earthquakes and other natural disasters

Japan is a disaster prone country. Please keep informed on disaster prevention protocol so that you can act calmly in an emergency.

Ritsumeikan University "Disaster Prevention Guide"

<https://en.ritsumei.ac.jp/disaster/>



Situation at Osaka Ibaraki Campus immediately after the June 18, 2018 Northern Osaka Earthquake



**Be safe, study hard, and
enjoy your student life at
Ritsumeikan!**

International Center

ALL INTERNATIONAL STUDENTS

(*ALL STUDENTS WHO DO NOT HAVE JAPANESE CITIZENSHIP)

SUBMIT YOUR RESIDENCE CARD BY WEDNESDAY, APRIL 10TH



When submitting,
Make sure the back
includes your address!

ALL international students are required to submit photos of their residence card ONLINE.

①Receive your “RAINBOW ID” to use Ritsumeikan’s system.

* Degree-seeking students: Distributed on Ritsu-Mate on March 31

Non-degree-seeking students: Distributed by your program’s office

②Complete your resident registration at city hall/ward office

* Your address will be filled in on the back and stamped

③Upload photos of your Residence Card using the following URL / QR Code:

URL : <https://global.support.ritsumei.ac.jp/hc/en-us/>



<Submission Deadline>

• Students who have already completed their resident registration:

Wednesday, April 10th

• Students who have not completed their registration:

Wednesday, April 17th, AFTER completing your registration

※If the International Center does not receive a submission by Wednesday, April 17th, you may be contacted via telephone, etc.