

You, Unlimited

Ryukoku University Guide For Exchange Students



**RYUKOKU
UNIVERSITY**

Please read this guide VERY carefully before filling in the application form.
We will explain and help you with your application preparation. As immigration procedures take a very long time for processing, please be sure to submit **ALL** required materials as early as possible.

Nomination / Application Deadlines

- (1) The **Home University Coordinator** must complete and submit the online [Nomination Sheet for Spring 2024 Entry to Ryukoku University].
SUBMISSION DEADLINE: October 31st, 2023 Japan Standard Time <Strictly Observed>.
- (2) **Nominated Students** are required to fill out and submit the [Application for Admission to Ryukoku University] online form, **which will be sent to the students by the Home University Coordinator.**
SUBMISSION DEADLINE: November 12th, 2023 Japan Standard Time <Strictly Observed>
- (3) The **Home University Coordinator** should submit the complete set of prescribed forms required through the online form [Documents to be Submitted]
SUBMISSION DEADLINE: November 12th, 2023 Japan Standard Time <Strictly Observed>

Certificate of Eligibility & Student Visa

To receive a student visa from the Japanese Embassy or Consulate, you need a **Certificate of Eligibility (COE)**. The Ryukoku University Center for the Promotion of Global Education (R-Globe) Office will apply for this (in Japan) on your behalf, *after* we receive all your required application documents. It generally takes six to eight weeks for the Certificate to be issued, so be sure to submit all your materials as soon as possible to avoid any possible delay. Once we receive the Certificate of Eligibility, we will send it together with the Letter of Acceptance to you in a “Welcome Package”, addressed to your home university. Once you receive these documents, please take the Certificate of Eligibility and the Letter of Acceptance to the Japanese Embassy in your own country to apply for your student visa.

IMPORTANT!! Regarding the Application Form

- ◎Regarding the ID photograph, please assure that the photo fits these specifications: **facing front, showing the upper half of the body (shoulders and above), with no objects or shadows in the background.**
- ◎Please select the Faculty/Graduate School that is most closely related to your home university major.
- ◎Please note that you need to have obtained a Bachelor’s degree and currently belong to a Graduate School at your Home University before arrival if you intend to enroll in any of the Graduate Schools of Ryukoku University.

Regarding Submission of the “Grid for Self-Assessment of Japanese Language Skills”

In addition to the “Certificate of Japanese Language Proficiency”, it is necessary for ALL exchange students to submit of the “Grid for Self-Assessment of Japanese Language Skills” as a means for us to evaluate your Japanese language skills. Please first read the “Explanation for Self-Assessment of Japanese Language Skills” and then fill out the “Grid for Self-Assessment of Japanese Language Skills” as instructed.

Ryukoku University Academic Calendar

There are two semesters per Academic Year at Ryukoku University. Semester 1 is from April to September and Semester 2 is from September to March.

Your exchange period starts during Orientation and ends with the completion of the examination period. Your application can not be accepted if you are unable to participate fully in the Orientation Week or if you have to return to your home country before examinations end. Please note that if you join us halfway through the term or if you go back to your home country before taking the examinations, you will not receive the relevant class credits.

Orientation Week 【Tentative】

April 1st – April 5th, 2023 【5 Days】 【Tentative】

Semester 1 (Spring 2024) : April 2024～September 2024

(Summer Holiday: Early August 2024 ～ Mid-September 2024)

Latest date to check out of Dormitory: August 10th, 2024

Semester 2 (Fall 2024) : September 2024～March 2025

(Spring Holiday: Early February 2025 ～ Late March 2025)

Latest date to check out of Dormitory: March, 2024

◆ The room you live in is available even during the Summer and Spring holidays, until your dormitory check-out date.

◆ The latest date to check out of the dormitory is subject to change.

Arrival Dates and Moving into the Dormitory

The Entrance Ceremony for Semester 1, 2024 will be held on April 1st. International Students will be able to move into the student dormitory from March 25th, 2024.

Dormitory Check-in Dates: March 25th and 26th, 2024 [2 days] 【Tentative】

[IMPORTANT]

*Please check the latest information on procedures for entering Japan and COVID-19 quarantine measures at the time of entry, and take all necessary precautions.

https://www.mhlw.go.jp/stf/seisakunitsuite/bunya/0000121431_00209.html

<https://www.mhlw.go.jp/stf/covid-19/bordercontrol.html>

Courses of Study

There are five patterns of study available to Exchange Students.

① JEP-E (Japanese Experience Program in Kyoto – In ENGLISH)

This study course is designed for students with no Japanese language study experience (or for those who have only studied Japanese for a minimal amount of time) and for students who will not come to Japan with the goal of focusing on Japanese language studies. **All classes are offered in English.**

Exchange Students take classes in Japanese Society and Culture (Japanese History, Society, Economics, Business Administration, Law, Technology, Literature and Movies, Media and Arts, Pop Culture, etc.. Students also learn about Kyoto's rich culture and traditions, including Buddhist Thought. An introductory language class, taking place three times a week, serves as a first exploratory step into the world of Japanese.

For this study course, we strongly recommend that students whose native language is not English have previously achieved an English test score equivalent to TOEFL PBT 500.

Students are also eligible to register for a selection of English-taught classes in our regular Faculties/Graduate Schools.

If the JEP-E study course is selected on the application form, this decision may not be changed once your application form has been submitted. Please give very careful consideration to which study course you would like to apply for at the time of application!

Furthermore, students who have a one-year exchange term and initially register for this study course will continue taking JEP-E courses in their second semester.

② JEP-J (Japanese Experience Program in Kyoto – In JAPANESE)

This study course offers classes taught **mostly in Japanese**. It is composed of ① Japanese language classes and ② elective subjects (mostly taught in Japanese) focusing on various aspects of Japanese culture and society.

Japanese classes are offered from the upper beginner to advanced levels, divided according to the Common European Framework of Reference for Languages (CEFR) “Can-Do” goals. Focusing on practical use of the language, students participate in field trips and give presentations. Elective classes make the most of the university's location in Kyoto, the heart of Japanese traditions and culture. Classes in Japanese Culture, History, Literature, Society, Religion, Economics, Business Administration, Education, Law, Science, and Pop Culture are offered. (In addition to electives taught in Japanese, we also offer a selection of electives taught in English.)

Students are also eligible to register for a selection of English-taught classes in our regular Faculties/Graduate Schools.

We recommend that students in this course have previously studied the Japanese language for at least 300 hours, or that they have previously achieved a level of N4 on the Japanese Language Proficiency Test (JCLP). Furthermore, with regards to all JEP-J Applicants: if it is determined by our Japanese Placement Test that you do not meet the necessary Japanese level, you will be required to join the JEP-E study course.

Participants in the [JEP-J] study course who place in Class 4 or above on the Japanese Placement Test administered during Orientation Week are eligible to enroll in classes within our regular Faculties or Graduate Schools, in addition to subjects from the JEP-J curriculum. Students placed in Class 4 or above have freedom in the degree they wish to participate in the JEP-J study course. It is also possible to arrange one's schedule in such a way that there is a focus on selected Faculty/Graduate School subjects of interest.

*Students in JEP-E and JEP-J2 and JEP-3 classes are eligible to take undergraduate and graduate courses offered in English.

③ Registration for Regular Faculty Classes *only*

This option applies to Exchange Students who, based on the conditions set forth in a Student Exchange Agreement concluded between specific Faculties at both universities, may *only* register for classes in the Faculty to which they belong.

④ Registration for Regular Graduate School Classes *only*

This option applies to Exchange Students who, based on the conditions set forth in a Student Exchange Agreement concluded between specific Graduate Schools at both universities, may *only* register for classes in the Graduate School to which they belong.

Important: Regarding the Selection of Classes

<STEP 1>

First, please confirm whether you are eligible to register for classes in the Japanese Experience Program in Kyoto (JEP Kyoto) by asking the exchange program representatives at your home university. Some exchange students will *only* be eligible to register for regular classes in a *specific* Faculty or Graduate School, based on the conditions of the Student Exchange Agreement established between Ryukoku University and their home university,

<STEP 2>

● In the case that you are eligible to register for classes in the Japanese Experience Program in Kyoto (JEP Kyoto), you must select either **[JEP-E]** (classes taught in English) or **[JEP-J]** (classes taught in Japanese) on the application form. Please consider your choice *very* carefully, as you will not have the option to switch to a different course after submitting your application.

● The **[JEP-J]** study course offers Japanese classes for those who have studied the language for 300 hours or more. In other words, we also recommend this study course for students who have attained skills equivalent to level N4 of the Japanese Language Proficiency Test (JLPT).

<STEP 3>

● Even if one applies for **[JEP-J]** (classes taught in Japanese), there is the chance of being asked to switch to **[JEP-E]** (classes taught in English) if one does not meet the required Japanese level upon taking our Japanese Placement Test (during the Orientation period).

● Those who, on the application form, select **[JEP-E]** (classes taught in English) or [Faculty Classes Only] [Graduate School Classes Only] (based on their institutional Student Exchange Agreements) will not take the Japanese Language Placement Test.

Course Selection in Application Period

<STEP1> Which type of Student Exchange Agreement does your home university have with Ryukoku University?

Student Exchange Agreement

Exchange Students can register for JEP Kyoto Classes at Ryukoku University

Student Exchange Agreement

Agreement is based in one Faculty/Graduate School. Students must be based *only* there for classes/research.

【Bus. Admin】 ● Dalian University of Foreign Languages School of Japanese Studies
【Graduate School of Science & Technology】

<STEP2> Select either [JEP-E] (English) or [JEP-J] (Japanese) on the Application Form.

- I want to take classes in English.
- I have never studied the Japanese language OR I am still at the beginner level.
- If English is not my native language, I have the equivalent skills of TOEFL PBT500 or above.

- I want to study Japanese.
- I want to take classes in Japanese.
- I have studied Japanese for 300 hours, or I have attained the level of N4 on the JLPT.
- If possible, I'd like to take Regular Faculty or Graduate School classes.

SELECT

① JEP-E Study Course
(Japanese Experience Program in Kyoto – Classes Taught in English)

SELECT EITHER ONE

② JEP-J Study Course
(Japanese Experience Program in Kyoto – Classes Taught in Japanese)

SELECT THE APPROPRIATE ONE

③ Faculty Classes Only
④ Graduate School Classes Only

After Admission

<STEP3>

RESULT

① JEP-E Study Course
(Japanese Experience Program in Kyoto – Classes Taught in English)

Take the Japanese Placement Test during the Orientation Period (after arrival in Japan)

Level 1
(Beginner Level)
Result

Class 2 or 3
Placement

Class 4 - 6
Placement

RESULT

② JEP-J Study Course
(Japanese Experience Program in Kyoto – Classes Taught in Japanese)

RESULT

② JEP-J Study Course
(Classes Taught in Japanese) + Regular Faculty + Graduate School Classes

RESULT

④ Regular Faculty Classes Only
⑤ Regular Graduate School Classes Only

Regarding Class Registration

- Exchange Students must register for a minimum of 16 credits per semester (and 32 credits for one year) (The minimum credit amount is subject to change). To transfer credit after the exchange period, students should check carefully which Ryukoku University classes are required, and which will be officially recognized, by their home university.
- JEP-J Applicants assigned to Class 4 or above are eligible to register for selected Faculty/Graduate School classes taught in Japanese and English, and JEP-J Applicants assigned to Class 2 or 3, as well as JEP-E Applicants, are eligible to register for selected Faculty/Graduate School classes in English.
- Students who are eligible to register for regular Faculty/Graduate School classes should be aware that there are some classes that cannot be registered for. These include those with an early registration requirement, those which have a student limit, seminars (classes written as ゼミ or 演習, etc.) , as well as those with other systematic restrictions. Permission must be received prior to registering for any Faculty/Graduate School classes.
- The Ryukoku University Syllabus is available at the following link. Please refer to it.
<https://syllabus.ws.ryukoku.ac.jp/acrsw/CSylNoSSO/CNoSSO.do>

Campuses

Ryukoku has **three campuses** in and around Kyoto. These campuses are close to train lines and within easy reach of each other, so you should be able to commute easily between them.

*There are free shuttle buses between the campuses throughout the day, with Fukakusa as the central campus.
(From Fukakusa to Omiya: 20 Minutes; From Fukakusa to Seta: 40 minutes).



◆FUKAKUSA

FUKAKUSA Campus, located in southern Kyoto, is the **main campus**. The Center for the Promotion of Global Education and all the JEP Kyoto classes are located on this campus. The Faculties of International Studies, Economics, Business Administration and Law, Policy Science, along with 1st and 2nd Year subjects of the Faculty of Letters and the Faculty of Psychology, and the Junior College are located here.



◆OMIYA

OMIYA Campus is our original campus (founded in 1639), and is located in central Kyoto, just beside historic Nishi Hongwanji Temple. 3rd and 4th Year subjects of the Faculty of Letters and the Faculty of Psychology are taught here, and the campus provides an ideal calm and relaxed atmosphere for study and research.



◆SETA

SETA Campus, located in Shiga Prefecture's "Biwako Culture Park", is surrounded by nature and is the newest and largest campus. The Faculties of Advanced Science and Technology, Sociology and Agriculture are located here.

Reference : AY2023 List of JEP-J Subjects (※Subject to change in a subsequent year)

2023 Academic Year Curriculum

Semester	Subject Type	Subject Name	Credits	Day&Period	Instructor	Faculty	Language		
S E M E S T E R 1 (S P R I N G)	C O M P U L S O R Y	J A P A N E S E	Japanese Language A for all levels	11	Please refer to the following pages for details.			Japanese	
	E L E C T I V E	J A P A N E S E	Japanese Religions A(J)	2	Thurs 4	ONISHI Kaoru	Part-Time Instructor		
			Japanese History & Literature A (J)	2	Mon 4	NOSE Eisui	Part-Time Instructor		
			Japanese History & Literature A (J)	2	Tues 5	AMANO Katsushige	Letters		
			Japanese Society & Culture A (J)	2	Wed 3	NAGATOMI Kazuaki	Part-Time Instructor		
			Japanese Society & Culture A (J)	2	Tues 4	MITANI Haruyo	Sociology		
			Japanese Science & Technology A (J)	2	Wed 3	MIYATO Yuji, (& 5 Instructors)	Science & Technology		
			Japanese Economics & Business Administration A (J)	2	Mon 4	SHINTOYO Naoki	Economics		
			Japanese Economics & Business Administration A (J)	2	Mon 4	SHIMADA Yoshimichi	Part-Time Instructor		
			Japanese Martial Arts & Theater A (J)	2	Wed 4	NISHI Yoko	Part-Time Instructor		
			Japanese Education A (J)	2	Not Offered in Semester 1 (Spring)				
			Japanese Language A (J)	2	Thurs 5	UCHIDA Tomoko	Letters		
			Japanese Law & Politics A (J)	2	Fri 4	IKEO Yasushi	Part-Time Instructor		
			Japanese Religions A (E)	2	Fri 4	KAMEYAMA Takahiko	Part-Time Instructor		
			Japanese Literature & Movies (E)	2	Tues 4	SALZ Jonah	International Studies		
			Japanese History (E)	2	Not Offered in Semester 1 (Spring)				
			Japanese Economy & Management (E)	2	Mon 3	IKEDA Maria	Part-Time Instructor		
			Japanese Law & Politics (E)	2	Thurs 4	MIYAZAKI Hiroshi	Part-Time Instructor		
	S P E C I A L	L E C T U R E S	Special Lecture 1A (RYUKOKU Criminology) (E)	2	Wed 5	HAMAI Koichi KOGAWARA Akiko TSUSHIMA Masahiro	Law		
			Special Lecture 1A(IGO) (J)	2	Thurs 3	IMABUN Yoshiyuki	Part-Time Instructor		
			Special Lecture 1A (JLPT Level N1) (J)	2	Wed 3	UEMURA Naomi	Part-Time Instructor		
			Special Lecture 1A (JLPT Level N2) (J)	2	Wed 3	MITANI Shizuko	Part-Time Instructor		
			Special Lecture 1A(JLPT Level N2 basic) (J)	2	Mon 3	MITO Yuriko	Part-Time Instructor		
			Special Lecture 1A (EJU) Japanese Language Focus (J)	2	Mon 4	MITO Yuriko	Part-Time Instructor		
			Special Lecture 1A (EJU) Comprehensive Focus (J)	2	Mon 3	UEMURA Naomi	Part-Time Instructor		
			Special Lecture 1A(Introduction to Japanese Culture)(J)	2	Thurs 3	IZUMI Fumiaki	International Studies		
			Special Lecture 2A(KANJI 1) (J)	1	Tues 4	MITO Yuriko	Part-Time Instructor		
			Special Lecture 2A(KANJI 2) (J)	1	Not Offered in Semester 1 (Spring)				
			English 1A (J)	1	Not Offered in Semester 1 (Spring)				
S E M E S T E R 2 (F A L L)	C O M P U L S O R Y	J A P A N E S E	Japanese Language B for all levels	11	Please refer to the following pages for details.			Japanese	
	E L E C T I V E	J A P A N E S E	Japanese Religions B (J)	2	Thurs 4	ONISHI Kaoru	Part-Time Instructor		
			Japanese History & Literature B (J)	2	Mon 4	NOSE Eisui	Part-Time Instructor		
			Japanese History & Literature B (J)	2	Tues 5	AMANO Katsushige	Letters		
			Japanese Society & Culture B (J)	2	Wed 3	NAGATOMI Kazuaki	Part-Time Instructor		
			Japanese Society & Culture B (J)	2	Tues 4	WAKITA Kenichi	Sociology		
			Japanese Science & Technology B (J)	2	Tues 4	NAKAOKI Takahiko, etc.	Science & Technology		
			Japanese Economics & Business Administration B (J)	2	Tues 4	KATO Hideya	Economics		
			Japanese Economics & Business Administration B (J)	2	Mon 4	SAKAMOTO Masanori	Business Administration		
			Japanese Martial Arts & Theater B (J)	2	Tues 5	SHIMADA Hiromi	Part-Time Instructor		
			Japanese Education (J)	2	Not Offered in Semester 2 (Fall)				
			Japanese Language B (J)	2	Thurs 5	UCHIDA Tomoko	Letters		
			Japanese Law & Politics B (J)	2	Fri 4	IKEO Yasushi	Part-Time Instructor		
			Japanese Religions B (E)	2	Fri 4	KAMEYAMA Takahiko	Part-Time Instructor		
			Japanese Media & Arts (E)	2	Thurs 3	BATISTELLA TAHARA Danielly	Part-Time Instructor		
			Japanese Society (E)	2	Thurs 4	DEBNAR Milos	International Studies		
			Japanese Technology (E)	2	Thurs 3	KIMURA Mutsumi	Science & Technology		
			Japanese Pop Culture (E)	2	Tues 4	FURMANOWSKY Michael	International Studies		
	S P E C I A L	L E C T U R E S	Special Lecture 1B (RYUKOKU Criminology) (E)	2		Not Offered in Semester 2 (Fall)			
			Special Lecture 1B (IGO) (J)	2	Thurs 3	IMABUN Yoshiyuki	Part-Time Instructor		
			Special Lecture 1B (JLPT Level N1) (J)	2	Wed 3	UEMURA Naomi	Part-Time Instructor		
			Special Lecture 1B (JLPT Level N2) (J)	2	Wed 3	MITANI Shizuko	Part-Time Instructor		
			Special Lecture 1B (JLPT Level N2 basic) (J)	2	Mon 3	MITO Yuriko	Part-Time Instructor		
			Special Lecture 1B (EJU) Japanese Language Focus (J)	2	Mon 4	MITO Yuriko	Part-Time Instructor		
			Special Lecture 1B (EJU) Comprehensive Focus (J)	2	Mon 3	UEMURA Naomi	Part-Time Instructor		
			Special Lecture 1B (Introduction to Japanese Culture) (J)	2	Thurs 4	IZUMI Fumiaki	International Studies		
			Special Lecture 2B(KANJI 1) (J)	1	Tues 4	MITO Yuriko	Part-Time Instructor		
			Special Lecture 2B(KANJI 2) (J)	1	Not Offered in Semester 2 (Fall)				
			English 1B (J)	1	Not Offered in Semester 2 (Fall)				

IMPORTANT When Registering for Classes!

- (1) 11 credits of Japanese Language A and B per semester are compulsory for students assigned to Classes 2 and 3.
- (2) Be sure to register for a minimum of 16 credits per semester, regardless of the number of credits registered in the previous semester.
- (3) Subjects of the same title can be registered for if they are taught by a different instructor.
- (4) Subjects taught by the same instructor may be registered for in another semester, if the course content is different.
- (5) It is not possible to register for two subjects which take place in the same time slot.
- (6) Please be sure to read through the syllabus content before registering for elective subjects!

JEP Kyoto (JEP-E) Curriculum 2023 【Semester 1 (Spring)】

Semester	Subject Type	Core Subject (Compulsory Subject) ※	Elective Subject	Subjects	Credits	Day & Period	Instructors	Instructor's Faculty/Title	Language
Semester 1 (Spring)	Seminars	●		Introductory Seminar A	2	Tues 2	MURATA Kazuyo	Policy Science	English
	Founding Philosophy Subjects	●		Buddhist Thought A	2	Tues 3	GRANBACH Lisa	Part-time Instructor	English
	Introductory Japanese Language	● (Assigned Students)		Introductory Japanese I	3	Mon 1 Wed 1 Wed 2	MAKIDONO Tomoko	Part-time Instructor	English
		● (Assigned Students)		Introductory Japanese II	3	Tues 1 Thur 3 Thur 4	KOYAMA Megumi	Part-time Instructor	English
	Subjects Coordinated by R-Globe	◆		Exploring Business in Kyoto	2	Mon 4	KISHITA Tetsuhiro	Business Administration	English
		◆		Fieldwork in Ryukoku Museum	2	Fri 2	KAMEYAMA Takahiko	Part-time Instructor	English
	Regional Cultural Studies	●		Kyoto Studies A	2	Wed 4	MCNULTY Edward	Part-time Instructor	English
	Japanese Society & Culture Subjects		○	Japanese Religions A	2	Fri 4	KAMEYAMA Takahiko	Part-time Instructor	English
			○	Japanese Literature & Movies	2	Tues 4	SALZ Jonah	International Studies	English
			○	Japanese Economy & Management	2	Mon 3	IKEDA Maria	Part-time Instructor	English
			○	Japanese Law & Politics	2	Thurs 4	MIYAZAKI Hiroshi	Part-time Instructor	English
	Special Lecture		○	Special Lecture 1A (RYUKOKU Criminology)	2	Wed 5	KOGAWARA Akiko HAMAI Koichi TSUSHIMA Masahiro	Law Sociology	English

JEP Kyoto (JEP-E) Curriculum 2023 【Semester 2 (Fall)】

Semester	Subject Type	Core Subject (Compulsory Subject) ※	Elective Subject	Subjects	Credits	Day & Period	Instructors	Instructor's Faculty/Title	Language
Semester 2 (Fall)	Seminars	●		Introductory Seminar B	2	Fri 1	To Be Decided	To Be Decided	English
	Founding Philosophy Subjects	●		Buddhist Thought B	2	Tues 3	GRANBACH Lisa	Part-time Instructor	English
	Introductory Japanese Language	● (Assigned Students)		Introductory Japanese I	3	Mon 1 Wed 1 Wed 2	MAKIDONO Tomoko	Part-time Instructor	English
		● (Assigned Students)		Introductory Japanese II	3	Mon 3 Tues 2 Thur 3	KOYAMA Megumi	Part-time Instructor	English
	Subjects Coordinated by R-Globe	◆		Exploring Business in Kyoto	2	Thur 4	KISHITA Tetsuhiro	Business Administration	English
		◆		Fieldwork in Ryukoku Museum	2	Fri 2	KAMEYAMA Takahiko	Part-time Instructor	English
	Regional Cultural Studies	●		Kyoto Studies B	2	Wed 4	MCNULTY Edward	Part-time Instructor	English
	Japanese Society & Culture Subjects		○	Japanese Religions B	2	Fri 4	KAMEYAMA Takahiko	Part-time Instructor	English
			○	Japanese Media & Arts	2	Thurs 3	BATISTELLA TAHARA Danielly	Part-time Instructor	English
			○	Japanese Society	2	Thurs 4	DEBNAR Milos	International Studies	English
			○	Japanese Technology	2	Thurs 3	KIMURA Mutsumi, etc.	Advanced Science and Technology	English
			○	Japanese Pop Culture	2	Tues 4	FURMANOWSKY Michael	International Studies	English

Accommodation

Ryukoku University has the following dormitories for International Students: **Mitra-kan, Ryukoku International House, and Ryukoku Kaikan**. There are **Resident Supporters** (Japanese Students) in the dormitories to help you during your stay in Ryukoku University. If you are going to stay in one of our dormitories, please fill in the attached Dormitory Application Form and **turn it in with your other application documents by the deadline**. While details on the Dormitory Application Form will be taken into consideration, final allocation of dormitory location and room type will be decided by the Center for the Promotion of Global Education Office.

Rental Bedding is required for all dormitory residents. It is not possible to cancel this service.

Expense: 1,528 JPY/month (From the point of March 2022, this also includes the monthly exchange of sheets.). Rental bedding is required for all dormitory residents. It is not possible to cancel this service..

◎Please note that dormitory assignments are decided by the university and, in principle, cannot be changed.

◎Students with health concerns which require special consideration are given preference with regards to the allocation of room type. Thank you for your understanding.

◎Please refer to this website for more information regarding the student dormitories:

<http://intl.ryukoku.ac.jp/dormitory/index.html>



↑ Map ↑

りゅうこく国際ハウス Ryukoku International House

〒612-0029 京都市伏見区西浦町 4-38
4-38 Fukakusa Nishiura-cho, Fushimi-ku, KYOTO 612-0029

Room Types: (A) Single / (B) Twin

Shared Items: Shower, Toilet, Kitchen, Refrigerator, Coin Laundry Machines
Individual Rooms: Desk, Chair, Bed, Bookshelf, Reading Light, Air Conditioner/Heater, Curtains

Internet: Available in Room

Security Deposit:

(A) 80,000JPY (one-time payment upon entering the dormitory)

Monthly Rent and Utilities Costs:

(A) Rent: 30,000JPY Utilities: 10,000JPY (Fixed) (Tentative)

(B) Rent: 18,000JPY Utilities: 6,000JPY (Fixed) (Tentative)

※Dormitory fees are subject to change.

Access:

5 minutes on foot to Fukakusa Campus

7 minutes on foot to Keihan Fukakusa Station

10 minutes on foot to Kyoto Subway Kuinabashi Station

12 minutes on foot to JR Inari Station



↑ Map ↑

龍谷会館（男子寮） Ryukoku Kaikan

〒612-0029 京都市伏見区深草西浦町 2-95
2-95 Fukakusa Nishiura-cho, Fushimi-ku, KYOTO 612-0029

Room Type: Single

Shared Items: Shower, Toilet, Kitchen, Refrigerator, Coin Laundry Machines
Individual Rooms: Desk, Chair, Bed, Bookshelf, Reading Light, Air Conditioner/Heater, Curtains

Internet: Available in Room

Security Deposit:

50,000JPY (one-time payment upon entering the dormitory)

Monthly Rent and Utilities Costs:

Rent: 25,000JPY Utilities: 8,000JPY (Fixed) (Tentative)

※Dormitory fees are subject to change.

Access:

5 minutes on foot to Fukakusa Campus

7 minutes on foot to Keihan Fukakusa Station

10 minutes on foot to Kyoto Subway Kuinabashi Station

12 minutes on foot to JR Inari Station

  <p>↑ Map ↑</p>	<h2 style="color: blue; text-decoration: underline;">ミトラ館 Mitra-kan</h2> <p>〒612-0029 京都市伏見区深草西浦町 4-10 4-10 Fukakusa Nishiura-cho, Fushimi-ku, KYOTO 612-0029</p> <p>Room Types: Single</p> <p>Shared Items: Shower, Toilet, Kitchen, Refrigerator, Coin Laundry Machines Individual Rooms: Desk, Chair, Bed, Bookshelf, Reading Light, Air Conditioner/Heater, Curtains</p> <p>Internet: Available in Room</p> <p>Security Deposit: 100,000JPY (one-time payment upon entering the dormitory)</p> <p>Monthly Rent and Utilities Costs: Rent: 40,000JPY Utilities: 10,000JPY (Fixed) (Tentative) ※Dormitory fees are subject to change.</p> <p>Access: 5 minutes on foot to Fukakusa Campus 7 minutes on foot to Keihan Fukakusa Station 10 minutes on foot to Kyoto Subway Kuinabashi Station 12 minutes on foot to JR Inari Station</p>
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Exchange Conditions

The conditions of your exchange are based on the terms and conditions in the Student Exchange Agreement between your Home University and Ryukoku University. Please consult your Home University if you are unsure of these conditions.

Bank Accounts

You will need to **open a bank account after your arrival** so that your scholarships can be deposited and your room and utility expenses can be withdrawn directly. If you do not already have a Japanese bank account, please carry out the necessary procedures. [*New accounts must be opened with Yucho Ginko (Japan Post Bank).*]

The following are required to have your account established:

- ① The document [口座開設申込用紙 (Application for Opening an Account)] – (Resident Supporters will provide assistance with this process during the Orientation)
- ② The document [預金口座振替用紙 (Bank Account Transfer Sheet)] – (Resident Supporters will distribute this document)
- ③ A copy of your Residence Card, which will be issued to you upon your arrival in Japan.

Automatic withdrawal permission (of dormitory fees) takes approximately two months to establish. Until that time, it will be necessary to transfer fees yourself from a nearby convenience store. **IT IS NOT POSSIBLE TO PAY BY CREDIT OR DEBIT CARD.** Also, please note that Japan Post Bank does not offer online banking services.

You may also like to open an account with an international bank (i.e. Citibank, Star, Cirrus and Maestro) before your arrival.

IMPORTANT: Common Financial Problems After Arrival

It is always the case at the beginning of the semester that a few students have a very difficult time because they are not able to use the bank cards which they have brought with them from abroad, and therefore are not able to withdraw the necessary funds for their everyday lives.

- ① Please be sure to confirm with your card company/bank that: (1) you will *immediately* be able to withdraw funds after arriving in Japan with your card, and (2) that you know exactly how to use the card. Please make it a point to remember your pin number to avoid having your account blocked.
- ② It is sometimes the case that students do not inform the bank in their home country of their exchange study period, and their bank card is frozen due to sudden use in another country. Please be sure to inform your bank that you will be studying abroad to avoid this problem.
- ③ There is often a daily limit for withdrawing money internationally from one's bank in their home country. Please be well aware of what the daily limit is, so you can surely make initial dormitory payments, as well as have enough for initial living expenses. If your bank will not allow you to withdraw enough money shortly after your arrival, please be sure to bring sufficient funds with you.

Health Insurance

Under the Japanese Immigration Laws, it is compulsory for all Exchange Students who will be in Japan for at least three months to enter the Japanese National Health Insurance system, even if one has insurance in their home country. The insurance fees are estimated to cost 1500yen to 2000yen per month. Enrolment in Japanese National Health Insurance can be carried out at the Ward Office closest to your Japanese residence. If you feel it is necessary, you might also like to purchase international health insurance in your home country before leaving for Japan. More information on Japanese National Health Insurance will be provided during Orientation Week.



Center for the Promotion of Global Education (R-Globe) Office
〒612-8577 Kyoto-shi, Fushimi-ku, Fukakusa, Tsukamoto-cho 67
Tel: +81 (0)75-645-7898 Fax: +81 (0)75-645-2020
r-globe@ad.ryukoku.ac.jp inbound.r-globe@ad.ryukoku.ac.jp

You, Unlimited

Ryukoku University International Student Dormitories General Rules



The General Rules detailed within must be observed by ALL Dormitory Residents..
The dormitory is a communal living space of students from several different countries.
Please be respectful of different cultures and customs, and mindfully avoid thoughtless
behavior. Please respect the privacy of others and behave appropriately so all residents
can have an enjoyable university life.

Admission Procedures

- ① Please inform NASIC 【※】 of your check-in date at least 2 weeks in advance.

【※】 [NASIC is the private company which manages the dormitories on behalf of the Center for the Promotion of Global Education (R-Globe) Office].

- ② Please sign the [Pledge] and return it to NASIC.

- ③ If you do not have a Japanese bank account when entering the dormitory, an account will be established for you at Yucho Ginko (Japan Post Bank).

Please fill in the form to open an account and submit it to your Dormitory Tutor by the designated date.

<Necessary Materials>

- Application for Opening an Account
- Residence Card Copy (issued upon your arrival in Japan)

- ④ Regarding your First Payment

For those staying at [Mitra-kan], [Ryukoku International House], and [Ryukoku Kaikan]:

Please make your payment of the Security Deposit and <First Time> Usage Fees [Rent, Utilities, Bedding (optional)] at the nearest convenience store shortly after your arrival. This payment must be made in cash. **IT IS NOT POSSIBLE TO PAY BY CREDIT OR DEBIT CARD.** Also, please note that Yucho Ginko (Japan Post Bank) does not offer online banking services.

- ⑤ Security Deposit

In principle, the security deposit will be returned when you check-out of the dormitory. *However*, if you have failed to pay your room rent or utilities fees, or if payment is required for any damages caused to the room or dormitory, the required fees will be deducted from this security deposit. If the amount required exceeds the amount of the security deposit, a bill will be sent to you for the excess amount. Students with a room rental waiver are not required to pay a security deposit.

- ⑥ Automatic Account Withdrawal

Room rent and utilities fees will be automatically withdrawn from your bank account on a designated day of the month. **Please be sure to register your bank account as soon as it has been established!**

For those staying at [Mitra-kan], [Ryukoku International House], and [Ryukoku Kaikan]:

Each month's room rent and utilities expenses will be automatically withdrawn from your bank account on the 6th of each month (in the case that the 6th is a weekend or national holiday, on the following business day).

※Automatic withdrawal is possible from any Japanese bank. However, those who have not formerly opened a Japanese bank account will have an account established at Yucho Ginko (Japan Post Bank) after their arrival in Japan. Please be sure to fill in this account on your automatic withdrawal form.

- ⑦ Move-In Day

You will be given guidance by either a Resident Supporter 【※】 or the Dormitory Manager.

【※】 The Resident Supporters are Japanese students of Ryukoku University who live in the dormitories to provide international students with assistance regarding their daily lives at the dorms and at the university in general. If you have any difficulties, please either consult either the Resident Supporters or the Center for the Promotion of Global Education (R-Globe) Office.

Rules: Dorm Rent and Utilities

All dormitory residents (including students with a room rental waiver) are required to pay monthly utilities fees, even during break periods in between semesters.

If a room is occupied for less than 15 days of any calendar month, rent will be calculated by the day. If the room is occupied from the 15th of the month on, the cost of one month will be charged.

If a [SINGLE] room at Ryukoku International House is occupied for the first eight days of the month, he/she will be charged according to the following:

(International Student: 1 month rent 40,000JPY <Room Rent: 30,000JPY, Utilities 10,000JPY>

↓

(40,000 JPY ÷ 30 days × 8 days = 10,666 JPY [Final charge: 10,666 JPY])

Calculation Method: Monthly Fee ÷ 30 (days) × Number of Days Occupied. All decimal points are cut.

Rules Regarding Incoming/Outgoing

- ① Due to the great number of students arriving in March and August, Occupants checking out must depart by March 20 or August 10 (If this day falls on a weekend or public holiday, checkout must take place on the previous day). Rent and utilities fees will be calculated according to [Rules: Dorm Rent and Utilities] above.
- ② Rental fees, once paid, will not be refunded except in special circumstances. **Notification of leaving the dormitory must be submitted at least one month in advance.**

Checking Out Procedures

- ① Please be sure to submit a “Leaving the Dormitory” form to your Resident Supporter by the 7th of the month previous to the month you plan to depart. If you fail to turn in the form by that time, even if you plan to reside in your room for only 14 days or less in the following month, you will be charged the full rent amount.
 - ② Clean your room and remove your belongings before checking out.
 - ③ One Week before Checkout: Your Resident Supporter will conduct a room check.
 - ④ On Checkout Day: Your Resident Supporter will conduct a room check. This room check is required!
 - ⑤ Once your electricity fee has been calculated and the condition of your room checked, your Security Deposit will be refunded.
- In the following cases, occupants will be required to leave the Dormitory:
- ◎ Termination of studies at Ryukoku University
 - ◎ Expiration of contract
 - ◎ Rejection of application to extend one's Period of Stay
 - ◎ Decision by the university that the occupant is no longer eligible to continue living in the dormitory

- ⊙ Where delayed payment or compensation exceeds the rental deposit amount
- ⊙ Failure to obey dormitory rules
- ⊙ Deliberate disobedience of university guidelines and instructions
- ⊙ Non-payment of rental fees and bills
- ⊙ Failure to fulfill one's obligations as a dormitory resident

■ Leaving the Dormitory During the Residence Term

If you wish to leave the dormitory before the resident period expires, notification must be provided to NASIC *AT LEAST* one month in advance.

*If you wish to reside in the dormitory with a daily rate (for less than 15 days), you must submit a [Leaving the Dormitory Notice] to the Resident Supporter by the 5th of the PREVIOUS month you will check out of the dormitory. If this notice is submitted after the deadline, you will be charged the dormitory fee for the entire month (even if you depart within the first fourteen days of the month).

Please note that it is not possible to check out of the dormitory on a Saturday or Sunday.

Mandatory Code of Conduct

Please observe the regulations:

- ① **Dormitory property is not to be altered or misused in any way.**
- ② **No economic or political activity may be carried out within the dormitory.**
- ③ **Dormitory furnishings or equipment are not to be removed.**
- ④ **Potential fire hazards such as gas ranges are not to be used outside designated areas**
- ⑤ **Occupants should follow dormitory rules and respect Japanese customs.**
- ⑥ **Do not disturb fellow residents or people living in the surrounding neighborhood.**
(e.g. making loud noise, leaving rubbish in the corridor/on the streets etc.)
- ⑦ **Care should be taken to keep both one's room and the communal living areas clean and sanitary.**
- ⑧ **Fires, thefts, etc. should be reported immediately**

● **Cohabitation is prohibited.**

A single room may only have 1 occupant.

● **Entrance to other Residents' rooms is prohibited.**

You may not enter the rooms of other Residents, even in the case of friends.

● **Overnight guests are not permitted.**

Family and friends are not allowed to stay overnight in the dormitory. They are required to leave the dormitory premises by the curfew designated by each dormitory.

● **Smoking**

Smoking is not allowed within dormitory premises belonging to Ryukoku University (even outside the building)

● **Overnight Trips**

If you go away for an extended period or return to your home country, you must contact the Center for the Promotion of Global Education Office at least 1 week in advance. Fill out a Contact Address Form and turn it in to the Dormitory Manager.

- **Use of Parking Facilities**

Please put an identification sticker on your bicycle (These stickers can be attained from the Resident Supporters). Do not leave your bicycle at the dormitory after you move out. In the case of theft, please report it directly to the police (not the University).

Ryukoku University will not be held responsible for any cases of theft.

- **Pets**

Pets are strictly forbidden in the dormitory.

- **Mailbox**

Affix your name to your dormitory mailbox and be sure to check it at least once a day.

In addition to the rules above, each dormitory has its own regulations. If you fail to follow the regulations, you will be asked to leave the dormitory.