

龍谷大学

留学生別科入学試験要項

RYUKOKU UNIVERSITY
JAPANESE CULTURE & LANGUAGE PROGRAM
ADMISSION GUIDE

2017 年 9 月 入 学

出願期間：2017年4月10日（月）～5月8日（月）＜必着＞
（報名期間：2017年4月10日（星期一）～5月8日（星期一）＜逾期无效＞）

2018 年 4 月 入 学

出願期間：2017年9月19日（火）～10月6日（金）＜必着＞
（報名期間：2017年9月19日（星期二）～10月6日（星期五）＜逾期无效＞）

ENTRANCE IN SEPTEMBER 2017

Application Period : April 10 - May 8 2017

ENTRANCE IN APRIL 2018

Application Period : September 19 - October 6 2017



龍谷大学
RYUKOKU UNIVERSITY

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I . RYUKOKU UNIVERSITY

JAPANESE CULTURE AND LANGUAGE PROGRAM

1. RYUKOKU UNIVERSITY

Ryukoku University was established in 1639, as a seminary of the Hongwanji Temple. Today the university has 9 faculties, a junior college, 10 graduate schools, and JCLP, distributed among two campuses in the city of Kyoto and one in Shiga Prefecture. Among the approximately 20,000 undergraduate and graduate students, there are approximately 500 international students from many countries around the world.

2. JCLP

The Japanese Culture and Language Program (JCLP) is a one-year intensive course, centered on the Japanese language and a variety of Japanese affairs. It is ideal for students with an interest in Japanese language and culture, or those preparing for entry into a Japanese university.

1. Features of JCLP

- (1) Students are evaluated on their Japanese language proficiency every semester and then placed into a suitable Japanese Language class based on their proficiency.
- (2) There are various elective subjects in the afternoon such as Japanese culture, society, etc.
- (3) Students can learn about Kyoto's traditional culture and entertainment through activities outside the classroom.
- (4) Students have access to all facilities available to regular Ryukoku students.
- (5) Recommendation for acceptance into the Ryukoku faculties and the Junior College is specially available for students of strong merit in the JCLP program.

〈Admission to the Ryukoku Faculties is open, according to semester, as follows:〉

| | |
|-----------------|---|
| Spring Entry | Faculty of Letters, Faculty of Economics, Faculty of Business Administration, Faculty of Law, Faculty of Policy Science, Faculty of International Studies (Excluding Department of Global Studies), Faculty of Science and Technology, Faculty of Sociology, Faculty of Agriculture (Excluding Department of Food Sciences and Human Nutrition), Junior College |
| September Entry | Faculty of Economics, Faculty of Law, Faculty of International Studies (Excluding Department of Global Studies) |

2. Program Inauguration

The program begins in April (1st Semester) and September (2nd Semester). You can start from either semester to complete your one-year program.

3. Curriculum Contents

(1) JCLP Curriculum 2017 (Sample)

| 1st (Spring Semester) | | | | | |
|--|---------|--|---------------------|------------------------------|----------|
| COMPULSORY SUBJECTS | | | | | |
| SUBJECTS | Credits | DAY & PERIOD | INSTRUCTORS | INSTRUCTOR'S FACULTY / TITLE | LANGUAGE |
| Japanese Language A for all levels | 12 | ※Please refer to the accompanying sheet for details. | | | Japanese |
| ELECTIVE COMPULSORY SUBJECTS | | | | | |
| SUBJECTS | Credits | DAY & PERIOD | INSTRUCTORS | INSTRUCTOR'S FACULTY / TITLE | LANGUAGE |
| Japanese Religions A(J) | 2 | Thu 4 | KAMEYAMA Takahiko | Part-time Instructor | Japanese |
| Japanese History & Literature A(J) | 2 | Mon 4 | SHIMOTSUMA Kazuyori | Part-time Instructor | |
| Japanese History & Literature A(J) | 2 | Tue 4 | SAKURAI Kiyoka | Part-time Instructor | |
| Japanese Society & Culture A(J) | 2 | Tue 4 | ISHIHARA Ryoga | Policy Science | |
| Japanese Society & Culture A(J) | 2 | Mon 3 | LI Fuping | Sociology | |
| Japanese Science & Technology A(J) | 2 | Mon 4 | IZUMIDA Shinya | Part-time Instructor | |
| Japanese Economics & Business Administration A(J) | 2 | Tue 4 | OHMAE SHIN | Economics | |
| Japanese Economics & Business Administration A(J) | 2 | Thu 3 | SAKAMOTO Masanori | Business Administration | |
| Japanese Martial Arts & Theater A(J) | 2 | Mon 4 | UEHARA Hirokazu | Part-time Instructor | |
| Japanese Education A(J) | 2 | Thu 4 | TAKEDA Ikuo | Letters | |
| Japanese Language A(J) | 2 | Fri 4 | YABUZAKI Junko | Part-time Instructor | |
| Japanese Law & Politics A(J) | 2 | Fri 4 | KAWANO Hidesumi | Part-time Instructor | |
| Japanese Religions A(E) | 2 | Fri 4 | KAMEYAMA Takahiko | Part-time Instructor | English |
| Japanese Literature & Movies (E) | 2 | Thu 3 | ANTONONOKA Olga | Part-time Instructor | |
| Japanese History (E) | 2 | TBA* | HIRAMATSU Hideki | Part-time Instructor | |
| Japanese Economy & Management (E) | 2 | Tue 4 | IKEDA Maria | Part-time Instructor | |
| Japanese Law & Politics (E) | 2 | TBA* | KOYAMA Hitomi | International Studies | |
| Special Lecture 1A (JGO)(J) | 2 | Thu 3 | IMABUN Yoshiyuki | Part-time Instructor | Japanese |
| Special Lecture 1A (JLPT Level N1)(J) | 2 | Wed 3 | ARASE Masako | Part-time Instructor | |
| Special Lecture 1A (JLPT Level N2)(J) | 2 | Wed 3 | MORITA Misato | Part-time Instructor | |
| Special Lecture 1A (JLPT Level N2 basic)(J) | 2 | Wed 3 | KANG Jisun | Part-time Instructor | |
| Special Lecture 1A (EJU Japanese•Writing)(J) | 2 | Thu 4 | KUBO Kei | Part-time Instructor | |
| Special Lecture 1A (Introduction to Japanese Culture)(J) | 2 | Mon 3 | HONDA Makoto | Part-time Instructor | |
| Special Lecture 2A(KANJI 1)(J) | 1 | Thu 3 | NIINOMI Rei | Part-time Instructor | |
| Special Lecture 2A(KANJI 2)(J) | 1 | Thu 3 | KONDO Masanori | Part-time Instructor | |
| English 1A | 1 | Not offered this semester | | | |

◆JLPT:Japanese-Language Proficiency Test

◆EJU:Examination for Japanese University Admission for International Students

*To Be Announced

NOTE

1. Japanese Language A and B are compulsory, therefore you must take both of the subjects.
2. Please register and take elective compulsory subjects for 8 credits or more.
3. Students can register for subjects of the same title unless they are taught by the same instructor.
4. Students can register for subjects taught by the same instructor again if the content is different.

| 2nd (Fall Semester) | | | | | |
|---|---------|--|--|------------------------------|----------|
| COMPULSORY SUBJECTS | | | | | |
| SUBJECTS | Credits | DAY & PERIOD | INSTRUCTORS | INSTRUCTOR'S FACULTY / TITLE | LANGUAGE |
| Japanese Language B for all levels | 12 | ※Please refer to the accompanying sheet for details. | | | Japanese |
| ELECTIVE COMPULSORY SUBJECTS | | | | | |
| SUBJECTS | Credits | DAY & PERIOD | INSTRUCTORS | INSTRUCTOR'S FACULTY / TITLE | LANGUAGE |
| Japanese Religions B(J) | 2 | Thu 4 | KAMEYAMA Takahiko | Part-time Instructor | Japanese |
| Japanese History & Literature B(J) | 2 | Mon 4 | SHIMOTSUMA Kazuyori | Part-time Instructor | |
| Japanese History & Literature B(J) | 2 | Tue 4 | SAKURAI Kiyoka | Part-time Instructor | |
| Japanese Society & Culture B(J) | 2 | Tue 4 | ISHIHARA Ryoga | Policy Science | |
| Japanese Society & Culture B(J) | 2 | Fri 4 | NITTA Mitsuko | Sociology | |
| Japanese Science & Technology B(J) | 2 | Intensive Course Dec.-Jan. (3Days)※ | UCHIDA Kingo, NAKAOKI Takahiko, WADA Takahiro | Science and Technology | |
| Japanese Economics & Business Administration B(J) | 2 | Tue 4 | OHMAE SHIN | Economics | |
| Japanese Economics & Business Administration B(J) | 2 | Tue 5 | SAKAMOTO Masanori | Business Administration | |
| Japanese Martial Arts & Theater B(J) | 2 | Wed 4 | SHIMADA Hiromi | Part-time Instructor | |
| Japanese Education B(J) | 2 | Thu 4 | TAKEDA Ikuo | Part-time Instructor | |
| Japanese Language B(J) | 2 | Fri 4 | YABUZAKI Junko | Part-time Instructor | |
| Japanese Law & Politics B(J) | 2 | Fri 4 | KAWANO Hidesumi | Part-time Instructor | |
| Japanese Religions B(E) | 2 | Fri 4 | KAMEYAMA Takahiko | Part-time Instructor | |
| Japanese Media & Arts (E) | 2 | Thu 3 | SALZ Jonah | International Studies | |
| Japanese Society (E) | 2 | Tue 4 | DEBNAR Milos | International Studies | |
| Japanese Technology (E) | 2 | Fri 5 | NISHIHARA Michinori, HAMADA Hiroki, YAMAMOTO Yoshitaka | Science and Technology | |
| Japanese Pop Culture (E) | 2 | Tue 5 | BRADLEY William | International Studies | |
| Special Lecture 1B (Japan's diplomacy in the context of globalization) | 2 | Thu 4 | WATANABE Kazuo | Visiting Professor | |
| Special Lecture 1B (IGO)(J) | 2 | Thu 3 | IMABUN Yoshiyuki | Part-time Instructor | Japanese |
| Special Lecture 1B (JLPT Level N1)(J) | 2 | Wed 3 | ARASE Masako | Part-time Instructor | |
| Special Lecture 1B (JLPT Level N2)(J) | 2 | Wed 3 | MORITA Misato | Part-time Instructor | |
| Special Lecture 1B (JLPT Level N2 basic)(J) | 2 | Wed 3 | KANG Jisun | Part-time Instructor | |
| Special Lecture 1B (EJU Japanese•Writing)(J) | 2 | Thu 4 | KUBO Kei | Part-time Instructor | |
| Special Lecture 1B (Introduction to Japanese Culture)(J) | 2 | Mon 3 | HONDA Makoto | Part-time Instructor | |
| Special Lecture 2B(KANJI 1)(J) | 1 | Thu 3 | NIINOMI Rei | Part-time Instructor | |
| Special Lecture 2B(KANJI 2)(J) | 1 | Thu 3 | KONDO Masanori | Part-time Instructor | |
| English 1B | 1 | Not offered this semester | | | |

◆ JLPT: Japanese Language Proficiency Test

◆ EJU: Examination for Japanese University Admission for International Students

※ Specific dates to be announced.

NOTE

1. Japanese Language A and B are compulsory, therefore you must take both of the subjects.
2. Please register and take elective compulsory subjects for 8 credits or more.
3. Students can register for subjects of the same title unless they are taught by the same instructor.
4. Students can register for subjects taught by the same instructor again if the content is different.

(2) Class Contents

Japanese Language: Based on the Placement Test results (which students will take upon entry into the course), students will be assigned a class most suitable to their level.

Japanese Culture and Technology: These subjects enable students to acquire a better understanding of Japanese history, literature, society, economy, etc. These classes are taught by regular faculty instructors.

Special Lectures: There is a Japanese Language and Proficiency Test preparatory class, an Introduction to Japanese Culture class, etc.

(3) Sample Weekly Class Schedule 2017 (1st Semester)

| | 1 (9:00~10:30) | | | 2 (10:45~12:15) | | | 3 (13:15~14:45) | | | 4 (15:00~16:30) | | |
|-----|---------------------|--------|-------------------|---------------------|--------|-------------------|--|-------------------|--|---|----------------|-------------|
| | Subjects | | Instructors | Subjects | | Instructors | Subjects | | Instructors | Subjects | | Instructors |
| Mon | Japanese Language A | JCLP 5 | NUMAGUCHI Yasue | Japanese Language A | JCLP 5 | NUMAGUCHI Yasue | Special Lecture 1A (Introduction to Japanese Culture) (Japanese) | HONDA Makoto | Japanese History & Literature A (Japanese) | SHIMOTSUMA Kazuyuki | | |
| | Japanese Language A | JCLP 4 | ONODERA Setsuko | Japanese Language A | JCLP 4 | ONODERA Setsuko | Japanese Society & Culture A (Japanese) | LI Fuping | Japanese Martial Arts & Theater A (Japanese) | UEHARA Hakuei | | |
| | Japanese Language A | JCLP 3 | MITO Yuriko | Japanese Language A | JCLP 3 | MITO Yuriko | | | Japanese Science & Technology A (Japanese) | IZUMIDA Shinya | | |
| Tue | Japanese Language A | JCLP 5 | INAGAKI Hiroaki | Japanese Language A | JCLP 5 | MORITA Mieko | Japanese Language A | JCLP 5 | MORITA Mieko | Japanese History & Literature A (Japanese) | SAKURAI Kiyoka | |
| | Japanese Language A | JCLP 4 | MITO Yuriko | Japanese Language A | JCLP 4 | MITO Yuriko | Japanese Language A | JCLP 4 | INAGAKI Hiroaki | Japanese Society & Culture A (Japanese) | ISHIHARA Ryoga | |
| | Japanese Language A | JCLP 3 | KANG Jisun | Japanese Language A | JCLP 3 | KANG Jisun | Japanese Language A | JCLP 3 | MITO Yuriko | Japanese Economics & Business Administration A (Japanese) | OHMAE SHIN | |
| Wed | Japanese Language A | JCLP 5 | KUBO Kei | Japanese Language A | JCLP 5 | KUBO Kei | Special Lecture 1A (JLPT Level N1) (Japanese) | ARASE Masako | Japanese History (English) | HIRAMATSUHideki (TBA) | | |
| | Japanese Language A | JCLP 4 | SHIOTANI Naoko | Japanese Language A | JCLP 4 | SHIOTANI Naoko | Special Lecture 1A (JLPT Level N2) (Japanese) | MORITA Misato | | | | |
| | Japanese Language A | JCLP 3 | SHIRAIISHI Noriko | Japanese Language A | JCLP 3 | SHIRAIISHI Noriko | Special Lecture 1A (JLPT Level N2 basic) (Japanese) | KANG Jisun | | | | |
| Thu | Japanese Language A | JCLP 5 | KUBO Kei | Japanese Language A | JCLP 5 | KUBO Kei | Special Lecture 1A (IGO) (Japanese) | IMABUN Yoshiyuki | Special Lecture 1A (EJU Japanese-Writing) (Japanese) | KUBO Kei | | |
| | Japanese Language A | JCLP 4 | SHIOTANI Naoko | Japanese Language A | JCLP 4 | SHIOTANI Naoko | Special Lecture 2A(KANJII 1) (Japanese) | NIINOMI Rei | Japanese Education A (Japanese) | TAKEDA Ikuo | | |
| | Japanese Language A | JCLP 3 | SHIRAIISHI Noriko | Japanese Language A | JCLP 3 | SHIRAIISHI Noriko | Special Lecture 2A(KANJII 2) (Japanese) | KONDO Masanori | Japanese Religions A (Japanese) | KAMEYAMA Takahiko | | |
| Fri | Japanese Language A | JCLP 5 | ONODERA Setsuko | Japanese Language A | JCLP 5 | ONODERA Setsuko | Japanese Economics & Business Administration A (Japanese) | SAKAMOTO Masanori | Japanese Law & Politics (English) | KOYAMA Hitomi(TBA) | | |
| | Japanese Language A | JCLP 4 | MORITA Mieko | Japanese Language A | JCLP 4 | MORITA Mieko | Japanese Literature & Movies (English) | ANTONONOKA Olga | Japanese Language A (Japanese) | YABUZAKI Junko | | |
| | Japanese Language A | JCLP 3 | NUMAGUCHI Yasue | Japanese Language A | JCLP 3 | NUMAGUCHI Yasue | Japanese Language A JCLP3~5 HR | INAGAKI Hiroaki | Japanese Law & Politics A (Japanese) | KAWANO Hidesumi | | |
| | | | | | | | | | Japanese Religions A (English) | KAMEYAMA Takahiko | | |

4. Program Term and Completion

The length of the JCLP is one year. A student's completion will be recognized when they have studied in the JCLP for one year and have been awarded the required credits for completion (24 credits from the compulsory subjects, Japanese Language A & B and 8 credits from among the elective subjects.)

5. 2016 Academic Calendar

| | 1st Semester | 2nd Semester |
|---------------------|--------------------|-----------------------------|
| Inauguration | 1 April | 19 September |
| Orientation | 1 April – 7 April | 11 September – 15 September |
| Classes begin | 10 April | 20 September |
| Examinations | 31 July – 7 August | 23 January – 30 January |
| Completion Ceremony | 19 September | 15 March |

II . APPLICATION GUIDELINES

1 . STUDENT NUMBERS

Maximum Enrollment: 40 Students
Admission Per Semester: approximately 20 Students

2 . ELIGIBILITY

To qualify for admission into the JCLP, an applicant must fulfill one of the following conditions:

- 1 . The applicant has completed (or is expected to complete a month before entry into the JCLP) a twelve-year curriculum of education in a foreign country, or one which is recognized by the Japanese Ministry of Education, Culture, Sports, Science and Technology as being of equivalent standard;
- 2 . The applicant has completed (or is expected to complete a month before entry into the JCLP) a course of study, the curriculum of which is recognized by the Japanese Ministry of Education, Culture, Sports, Science and Technology as equivalent to that of a Japanese high school;
- 3 . The applicant is of an age equivalent to that of a Japanese high school graduate, and is judged by Ryukoku university to be of equivalent scholastic ability or higher.

As for Japanese study, an applicant must have fulfilled one of the following conditions at the point of application:

- 1) The applicant has studied Japanese for more than 300 hours.
- 2) The applicant has passed the N4 Grade of the Japanese Language Proficiency Test.

Please note:

※ Those applicants who have previously been enrolled in another Japanese language institution inside Japan for a period of more than one year (up to the day of their inauguration into the JCLP) cannot be admitted.

3 . GUARANTORS AND FINANCIAL SPONSORS

In order to be admitted to the JCLP at Ryukoku University, a Guarantor and a Financial Sponsor are necessary. The role of the Guarantor and the Financial Sponsor can be taken either by those who reside in Japan or in the applicant's home country. In addition, the same person can act as the Guarantor and the Financial Sponsor.

N.B.

GUARANTOR:

The Guarantor takes full responsibility for the student's activities during his/her entire period in Japan. A Guarantor who is also the Financial Sponsor is responsible for all expenses incurred. Furthermore, a Guarantor acts as a mentor, in order to ensure that the student is able to devote him/herself to study, and does not break Japanese law or contravene Ryukoku University regulations, and does not take part in undesirable activities outside the scope of his/her study.

FINANCIAL SPONSOR:

The Financial Sponsor is responsible for all expenses incurred during the entire period of the student's stay in Japan.

4. APPLICATION PERIODS

Documents must arrive at the University during the dates indicated below. This is an arrival deadline, not a postmark deadline.

SEPTEMBER ENTRY: 10 April 2017 – 8 May 2017

APRIL ENTRY: 19 September 2017 – 6 October 2017

5. HOW TO APPLY

Applications must be sent by post according to the following guidelines. All application materials must arrive by the last day of the application period.

1. APPLICATIONS WITHIN JAPAN: Application documents must be sent by registered express mail “Kakitome Sokutatsu Yubin”, in the envelope which was enclosed with the application.
2. APPLICATIONS FROM OVERSEAS: Application documents should be sent by the fastest and safest international mail service, such as EMS.

ADDRESS: Ryukoku University Japanese Culture and Language Program
67 Tsukamoto-cho, Fukakusa, Fushimi-ku, KYOTO 612-8577 JAPAN

6. APPLICATION FEE

¥15,000

※ Application fees are not refundable for any reason.

Payment from within Japan

Use the bank transfer form provided to pay the fee. Please have all particulars on the bank transfer form and the transfer receipt completed, including the applicant's name and the name of the person paying the application fee. Affix the transfer receipt (bearing the authorization of the bank) to the designated place on the application form.

Payment from abroad

Foreign currency will not be accepted. Please make sure you remit the money in Japanese yen. The Applicant is responsible for all bank handling fees, including those charged in Japan and one's home country. Please confirm if there is a fee in your home country. Payment must be made to the university's bank account. Bank drafts, personal checks etc. will not be accepted. Please note that Japanese banks charge a handling fee of ¥1,500 for each bank transfer. As ¥15,000 is the amount to be received by the university, please prepare to send the amount of ¥16,500*. If the amount remitted is insufficient, your application will not be accepted. *Your domestic bank may also charge a handling fee. To avoid any problems, please be sure to consult with your bank before proceeding with the money transfer.

Affix the receipt of remittance (bearing the authorization of the bank at which the money was remitted), or a copy of that receipt, to the designated place on the application form.

| | | |
|--|---------------------------|--|
| Your domestic bank charges a handling fee. ↓ | | Our Japanese bank charges a handling fee. (¥1,500) ↓ |
| ① | ② Application Fee ¥15,000 | ③ ¥1,500 |
| Payment to Japan ¥16,500 (②+③) | | |
| Your Total Payment (①+②+③) | | |

Bank: Bank of Tokyo-Mitsubishi UFJ, Ltd. Branch: Kyotoekimae [TEL: (Japan 81) 75 371 2171]
Bank Address: 614 Higashi-Shiokoji-cho, Karasuma, Shiokoji-dori., Shimogyo-ku, KYOTO, JAPAN
Bank Swift Code: BOTK JP JT Bank Number: 0005-434
Account Type: Ordinary Account Number: 300140
Account Name: Board of Trustees, Ryukoku University

※Remittance must be made in the applicant's name and address.

7. REGARDING APPLICATION DOCUMENTS

1. If application documents are in a language other than Japanese or English, please provide a translation either in Japanese or English.
2. If false or incomplete information is found in the application, the application will be denied.
3. If false information is found on the application or admission documents after your acceptance is announced, the acceptance will be cancelled.
4. If false information is found on the application or admission documents after admission, the student will be asked to leave the University.

8. DOCUMENTS REQUIRED FOR APPLICATION TO THE JCLP

Caution! Applicants are strongly encouraged to make and keep a copy of their entire application, including all additional documents.

(1) Application — Form① (provided)

The applicant must personally complete every section of the form.

(2) Transcript of Grades and Certificate of Graduation

Submitted documents must be the originals issued by the educational institution.

[For Applicants whose highest academic qualification is high school]

For Applicants who are currently attending high school

- ① Prospective certificate of high school graduation
- ② Transcript for each year of high school
 - ※ Acceptance is subject to high school completion. Therefore, the certificate of graduation will be required by the day of the entrance ceremony.

For Applicants who have graduated from high school

- ① High school certificate of graduation
- ② Transcript for each year of high school

[For Applicants whose highest academic qualification is university or another institution of higher education]

For Applicants who are currently enrolled in university or another program of higher education

- ① High school certificate of graduation
- ② Transcript for each year of high school
- ③ Transcript for each year of university or institution of higher education
- ④ Certificate of enrollment of the university or the institution of higher education

For Applicants who have completed university or other institution of higher education, and hold a bachelor's degree or higher

- ① Original certificate of degree or a certificate to prove the degree.
- ② Original certificate of graduation or completion from university or institution of higher education, or a certificate to prove the graduation / completion.
- ③ Transcript for each year of university or institution of higher education

For Applicants who have completed university or other institution of higher education but have not obtained a bachelor's degree or higher

- ① High school certificate of graduation
- ② Transcript for each year of high school
- ③ Original certificate of graduation / completion from university or institution of higher education or a certificate to prove the graduation / completion.
- ④ Transcript for each year of university or institution of higher education

(3) Evaluation of Japanese Language Proficiency — Form② (provided)

- ① This must be completed by a Japanese language instructor.
- ② Applicants who studied Japanese on their own: Please fill in only 「1. Name of Applicant」, 「4. Level of Proficiency as of Date of Application」, 「5. Study Method」, 「6. Textbook(s) Used to Study」, 「7. Hours of Japanese Study as of Date of Application」 on the form.
- ③ Applicants who have taken the **Japanese Language Proficiency Test** (by Japan Educational Exchanges and Services), or the Japanese language section of the **Examination for Japanese University Admission for International Students** (by Nihon Gakusei Shien Kiko) should attach their notification of results to this application.

(4) Self Introduction Video Recording (Choose One: DVD-R, SD Card, USB Memory Stick)

At the beginning of the recording, be sure to say your name and birthplace.

Next, the applicant must speak in Japanese about the following for approximately three minutes. (Please do not read from a card. Instead, imagine that you are answering questions in an interview setting.)

- ① Introduction about your present self (what you have studied, what you have thought about so far, etc.)
- ② What you would like to do after entering JCLP
- ③ What your plans are for the future (continuing your studies, job hunting, etc.)

Please submit your video in MPEG format (MP4 is recommended). If sent in a different format, a resubmission may be requested by the JCLP Office.

(5) Statement of Purpose — Form③ (provided)

This section must be written in Japanese by the applicant.

(6) Documents Related to Funding

If funding is supplied by a Financial Sponsor living outside Japan

※ Both the documents mentioned in ① and ② below must bear the name of the Financial Sponsor.

- ① **Bank account balance statement (Submitted documents must be originals.)**
 - Students intending to return to their own country after completion of the JCLP must show sufficient funds to pay the university fees for one year + more than ¥100,000 (living expenses) for each of the 12 months of the study year.
 - Applicants intending to continue studying at a Japanese university must show sufficient funds to pay university fees and living expenses for subsequent years also.
- ② **A Certificate of Employment or an Income Tax Statement**

This document must indicate the Financial Sponsor's yearly income, as well as indicate sufficient assets to cover the expenses mentioned in ① above.
- ③ **A document proving the relationship between the Applicant and the Financial Sponsor** (birth certificate, residency permit, etc).
- ④ **Sponsorship Particulars: Explanation/Pledge**
(Please use the provided form) Form④

If funding is supplied by a Financial Sponsor living in Japan

- ① **A Certificate of Employment-‘ZAISHOKU-SHOMESHU’**

If the Sponsor is self-employed, a copy of the ‘TOKIBO-TOHON’, ‘EIGYO-KYOKASHO’ or the stamped ‘KAKUTEI-SHINKOKUSHO’ is required.
- ② **A Certificate of Income-‘SHOTOKU-SHOMESHU’**

If the Sponsor is a company employee or a government employee, a source-of-income document-‘GENSEN-CHOSHUYO’ is required. If otherwise employed, a certificate which shows the sponsor's income is required.
- ③ **A Certificate of Residence-‘JUMINHYO’**

If the Sponsor is a foreign national, please assure that the following are included on the document: Nationality, Residence Status, Period of stay, Prospective Date of Departure, and Resident Card number. It would be acceptable to list details regarding all or only some family members.
- ④ **A document proving the relationship between the Applicant and the Financial Sponsor.** If the Financial Sponsor is a relative of the Applicant, please submit one of the following: birth certificate (KOSEKI TOUHON), certificate of residence (JUMINHYO), or a certificate to prove relationship between Financial Sponsor and Applicant (SHINZOKU KOUSHOUSHO).

If the Financial Sponsor is a friend, please submit an essay about the relationship to the applicant, or a picture taken together.
- ⑤ **Sponsorship Particulars: Explanation/Pledge**
Please fill out Form④. (provided)

If funding will be supplied by the Applicant

※ Both the documents mentioned in ① and ② below must bear the name of the Applicant.

- ① **Bank Account Balance Statement (Submitted documents must be originals)**
 - Students intending to return to their own country after completion of the JCLP must show sufficient funds to pay the university fees for one year + more than ¥100,000 (living

expenses) for each of the 12 months of the study year.

- Applicants intending to continue studying at a Japanese university, however, need to show sufficient funds to pay university fees and living expenses for subsequent years also.

② **A Certificate of Employment or an Income Tax Statement**

This document must indicate the applicant's yearly income. It must also document the ability to form the assets mentioned in ①.

If funding is supplied by a scholarship

① **A Certificate of Payment of a Scholarship**

This document must indicate the amount, the period, and the source of the scholarship.

(7) Documents Related to the Guarantor

If the Guarantor resides in the Applicant's home country

① **Letter of Guarantee**

Please fill out Form⑤. (provided)

② **Details of Guarantorship**

Please fill out Form⑥. (provided)

If the Guarantor resides in Japan

① **Letter of Guarantee Form**

Please fill out Form⑤ (provided)

② **Details of Guarantorship Form**

Please fill out Form⑥ (provided)

③ **A Certificate of Employment-‘ZAISHOKU-SHOMESHU’**

※ If the Guarantor is different from the Financial Sponsor, this document is required.

If the Sponsor is self-employed, a copy of the ‘TOKIBO-TOHON’, ‘EIGYO-KYOKASHO’ or the stamped ‘KAKUTEI-SHINKOKUSHO’ is required.

④ **A Certificate of Residence-‘JUMINHYO’**

※ If the Guarantor is different from the Financial Sponsor, this document is required.

If the Guarantor is a foreign national, a Certificate of Residence as a Registered Foreign National-‘GAIKOKUJIN-TOROKUGENPYO’ is required.

(8) Photographs

Six photographs are required. Affix one photograph onto the designated place in the Application Form. Enclose the other five photos with your application. The photos must be 4.0cm × 3.0cm, head and shoulders, full face, without headwear, taken within three months of application. Please write your name on the back of each photograph.

(9) Passport Photocopy

All applicants who have a passport are required to submit a copy of the page that has your name, passport number and picture along with the application. If you have been to Japan before, please also submit a copy of the page that shows the entrance and departure dates to Japan.

(10) 'Certificate of Eligibility' Representative Application Request Form — Form⑦ (provided)

Applicants can request that Ryukoku University apply on their behalf for the Certificate of Eligibility. Please read 「III. Procedures for Acquiring Resident Status」 (page 42) very carefully.

9. SELECTION METHOD AND SELECTION RESULTS

1. Selection Method

Selection will be made through evaluation of submitted documents. However, the following method will be added when necessary.

① For Applicants

■ Residing in Japan:

- Confirmation by phone of Applicant and Japanese study method (The Applicant must personally answer.)
- An Interview at Ryukoku University may be requested if necessary (If the Guarantor and the Financial Sponsor reside in Japan, it is possible they will be interviewed along with the Applicant.)

■ Residing outside Japan:

Confirmation by phone of Applicant and Japanese study method (The Applicant must personally answer.)

② For Guarantor and Financial Sponsor

■ Residing in Japan

- Confirmation by phone of intention to act as a Guarantor and / or a Financial Sponsor (The Guarantor/Financial Sponsor must personally answer.)
- An Interview at Ryukoku University may be requested if necessary (If the Applicant resides in Japan, it is possible the Applicant will be interviewed along with the Guarantor and the Financial Sponsor.)

■ Residing outside Japan

Confirmation by phone of intention to act as a Guarantor and / or a Financial Sponsor (The Guarantor / the Financial Sponsor must personally answer).

2. Notification of Results

(1) Date:

September Entry: Beginning of June 2017

April Entry: Beginning of November 2017

- ※ Notification of results will be sent directly to the Applicant by post on the day indicated above. (Results will not be given over the telephone or via e-mail.)

10. ADMISSION PROCEDURE

If the application is successful, a Certificate of Acceptance, other necessary documents for admission as well as a guide for admission will be sent to you. Please complete all the necessary procedures within the admission period.

1. Admission Processing Fee:

| | |
|--|-----------------|
| Admission fee | ¥50,000 |
| Tuition fee for one semester (half a year) | ¥243,500 |
| Total | ¥293,500 |

(The tuition fee may be changed from April, 2018.)

※ The Admission Processing Fee is comprised of both the Admission fee and the Tuition fee for one semester

In the event of a program cancellation after the Admission Processing Fee has been paid, ¥243,500 will be returned to you. (A Placement Holding Fee of ¥50,000, which had secured your spot in the program, is not refundable.)

※ Please include the money transfer charge for Japan (¥1,500) when you remit the money. We suggest applicants check the length of time for the money transfer to be completed at the bank in order to keep the deadline.

※ Please keep the receipt of remittance.

It is necessary to receive a tuition fee refund in the event that you decline your acceptance.

2. Admission Processing Deadline

September Entry: 15 June 2017 (at the very latest)

April Entry: 24 November 2017 (at the very latest)

11. UNIVERSITY FEES

1. Admission Fee: ¥50,000

2. Tuition Fee: ¥487,000 (One year)

※ These fees may change for admission in April, 2016.

※ Please pay your first semester tuition fees and the admission fee during the above admission period, and your next semester's tuition by the indicated date after the second semester starts.

3. After admission you will need approximately ¥5,000 for textbooks.

12. Acceptance Declination

After admission is granted, if the applicant's application for the Certificate of Eligibility is denied, or if the student wishes to enter another university and decides to withdraw from the JCLP, the student can decline the acceptance by submitting necessary documents by the date listed below. (The documents will be sent to the Applicant on request.) The student will later receive the Admission Processing Fee refund. Please note that the Placement Holding Fee (¥50,000) is not refundable under any circumstances.

Deadline of Application for Declination:

(Due to the lengthy procedure, please apply well in advance.)

September Entry: 14 September 2017 (the application must reach us by this date)

April Entry: 30 March 2018 (the application must reach us by this date)

III. PROCEDURES FOR ACQUIRING RESIDENT STATUS

(To be read carefully before submitting your application)

In principle, international students are required to have a College Student visa to be a student in Japan. Applicants will be advised on the entry procedure to Japan upon approval of their applications.

1. For Applicants who reside in Japan on a different visa

1. If Applicants already hold a 'Study Abroad' visa, a Change of the Period of Stay and change of educational institution must be applied for at the Immigration Office.
2. If Applicants are the Spouse of a Japanese National, Permanent Resident, etc., a change of visa status is not necessary. However, in these cases applicants may not receive certain privileges that are given to those on a 'College Student' visa.
3. If Applicants hold another resident status, the Immigration Office should be consulted.

2. For Applicants who reside outside Japan

To obtain a college student visa it is necessary to apply for a Certificate of Eligibility. After you receive this, please apply for a College Student visa at the closest Japanese Embassy or Consulate on your own. A Certificate of Acceptance from Ryukoku University and a Certificate of Eligibility from the Japanese Immigration Authorities will be required for the visa. To obtain a Certificate of Eligibility, please follow the procedure below.

1. APPLYING FOR A CERTIFICATE OF ELIGIBILITY

Please apply for a Certificate of Eligibility at the Immigration Office in Japan after your Certificate of Acceptance is issued. The application can be made by the Applicant him/herself or by the designated representatives listed below.

| Representative | Where to Apply |
|--|---|
| ① Ryukoku University | Osaka Regional Immigration Office, Kyoto Branch |
| ② An organization granting a scholarship | |
| ③ Sponsor resident in Japan | Osaka Regional Immigration Office, Kyoto Branch or the representative's local Immigration Office |
| ④ A relative residing in Japan | |

2. REPRESENTATIVE APPLICATION BY RYUKOKU UNIVERSITY

(1) Requirement for Representative Application for Certificate of Eligibility

Self-funded international students wishing to study in the JCLP can request for the representative application, provided the student meets either of the requirements below.

- ① Those who are able to certify, on the form provided by the university, that they have access to sufficient funds or sponsorship to pay for all expenses during their period of

study.

- ② Those who are granted a sufficient scholarship to cover all the expenses during their period of study.

(2) Requests for Representative Application

If you would like to request representative application, please submit the **Certificate of Eligibility Representative Application** (use the provided form).

It is entirely the university's decision whether representative application will be granted or not. **No objection against the university will be accepted concerning the result of your request for representative application or the application for a Certificate of Eligibility.** If the documents you submit are deficient in any way, your request for representative application will be denied. The only visa status for which the university can submit a representative application is that of **College Student**.

(3) Procedure for Representative Application for Certificate of Eligibility

- ① Please complete the entry procedures as detailed in the Letter of Acceptance to be sent upon your acceptance.
- ② After confirming the accomplishment of your entry procedure, Ryukoku University will apply for the Certificate of Eligibility in Japan on your behalf.
- ③ Where the application for a Certificate of Eligibility is successful, the Certificate of Eligibility will be sent to the Applicant along with the Letter of Acceptance. If unsuccessful, the Applicant will be notified.

(4) Necessary Documents

| | |
|--|---|
| (1) Representative Application Request Form | Please use the form provided by Ryukoku University |
| (2) Application for Certificate of Eligibility | After confirming the accomplishment of your entry procedures, Ryukoku University will complete the application on your behalf and apply for the Certificate of Eligibility. |
| (3) One photograph (4.0cm × 3.0cm) | This photograph is included in the 6 photos required for application to the JCLP. (4.0cm × 3.0cm / head and shoulders / without headwear / plain background / clear) |

※ Documents except (2) must be submitted with the JCLP application.

※ By the current Japanese immigration policy, applicants may be asked for further documents regarding their financial status.

3. REPRESENTATIVE APPLICATION BY AN ORGANIZATION PROVIDING A SCHOLARSHIP, A SPONSOR RESIDENT IN JAPAN, OR A RELATIVE RESIDENT IN JAPAN.

Applications for a Certificate of Eligibility made by an organization providing a scholarship should be made at the Osaka Regional Immigration Office-Kyoto Branch. Applications by a sponsor or relative should be made at their local Immigration Office or at the Osaka Regional Immigration Office-Kyoto Branch. Enquiries about the necessary documents and procedure should be directed to the Immigration Office.

- ※ For more information about requirements to study in Japan, contact the following:
 - Foreign Residents General Information Center in Osaka
1-29-53 Nankoukita, Suminoe-ku, Osaka
Consulting available in Japanese, English, Spanish, Korean, Chinese, etc.
Tel: 0570-013904 (From overseas: 03-5796-7112)

- ※ For more information about the Certificate of Eligibility
 - For those living in Kyoto:
Osaka Regional Immigration Office, Kyoto Branch
Kyoto Dai-2 Chiho Godo Chosha 4F
34-12 Higashi Marutamachi, Marutamachi-Kawabata Higashi-iru
Sakyo-ku, Kyoto
Tel: (075) 752-5997

 - For those living in Osaka:
Osaka Immigration Office
1-29-53 Nankoukita
Suminoe-ku, Osaka
Tel: (06) 4703-2100

 - For those living in Nara:
Osaka Regional Immigration Office, Nara Branch
Nara Dai-2 Homu Sogo Chosha
3-4-1 Kidera-cho, Nara
Tel: (0724) 23-6501

 - For those living in Shiga:
Osaka Regional Immigration Office, Otsu Branch
Otsu Biwako Godo Chosha 6F
3-1-1 Kyomachi, Otsu
Tel: (077) 511-4231

IV. GUIDE TO STUDENT LIFE

1. SCHOLARSHIPS

“The Foreign Student’s Scholarship” (¥22,500 per month) and “Ministry of Education Honors Scholarship for International Students” (¥48,000 per month) are provided for students in the JCLP. They are granted to the students who are selected for their superior character and attitude towards their studies. (cf. p.13)

2. ACCOMMODATION

Ryukoku University provides rooms for approximately 200 international students in 4 dormitories. Some Japanese students also live in these dormitories to assist the international students with day-to-day living and study. The Ryukoku Students’ Co-operative Society can introduce students to various other accommodations. (cf. p.13~14)

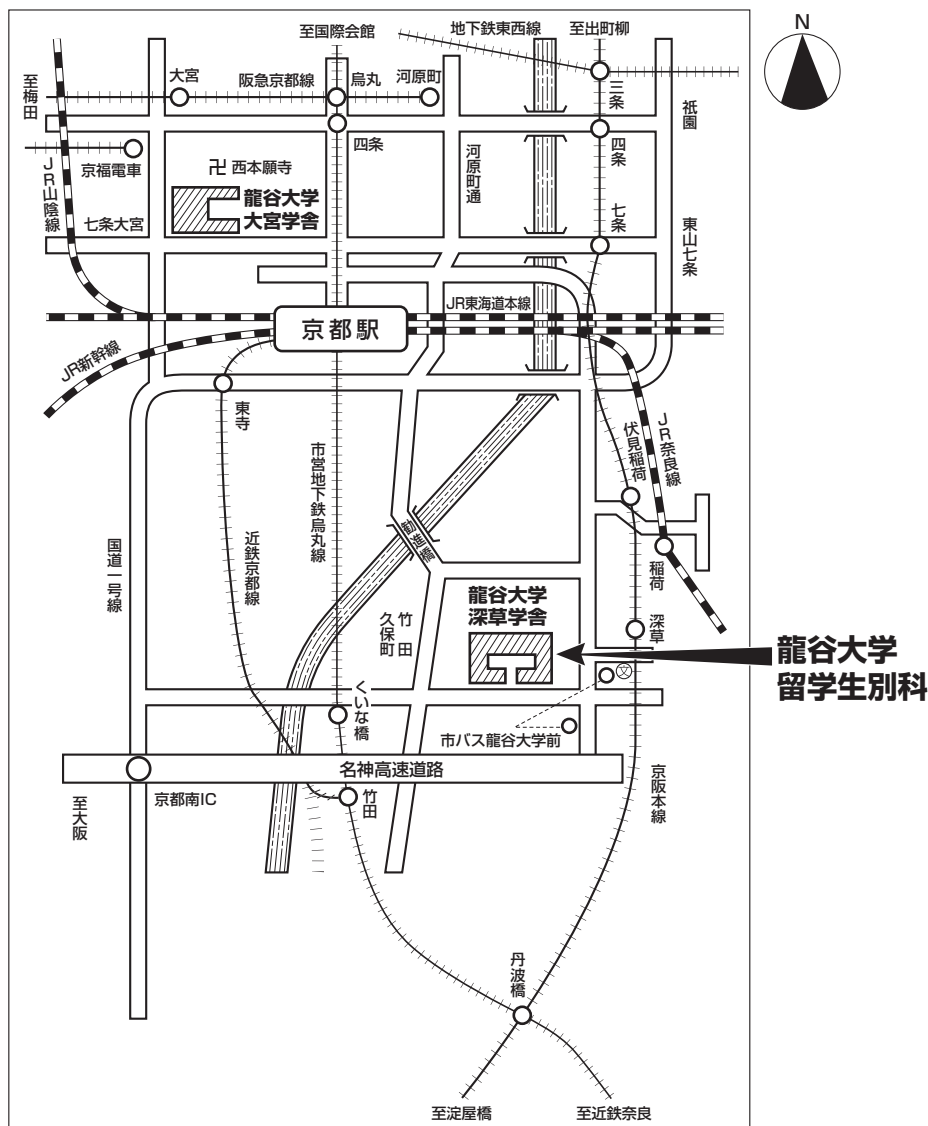
3. LIVING EXPENSES

Students will need funds of at least ¥100,000 per month for living expenses in Kyoto.

4. MEDICAL EXPENSES & HEALTH INSURANCE

1. National Health Insurance

All international students who are in Japan for one year or more are obliged to join the National Health Insurance policy. To register, students will need to pay the insurance fees. 70% of the total medical cost will be borne by the National Health Insurance.



利用交通機関のご案内

深草学舎

- | | |
|---------|-------------------------------|
| J R 奈良線 | 稲荷駅下車西南へ徒歩約8分 |
| 京阪電鉄 | 深草駅下車西へ徒歩約3分 |
| 阪急電鉄 | 河原町下車徒歩約2分→京阪 四条経由で京阪深草駅下車 |
| 京都市営地下鉄 | くいな橋下車東へ徒歩約7分 |



龍谷大学

RYUKOKU UNIVERSITY

グローバル教育推進センター

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