

**Ryukoku University**

**Graduate School of Economics**

**English-based Degree Program**

**Application Guidelines**  
**September 2020 Enrollment**  
**Master's Degree Program**

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## Application Eligibility

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Applicants must fulfill the following three requirements:

- ① Those who will receive a scholarship from Japan International Cooperation Agency. (Including those who will receive the scholarship upon fulfilling the condition of enrollment at our graduate school.)
- ② Those who have non-Japanese citizenship.
- ③ Those who have completed or will complete 16-year school education, including university education or its equivalent before the enrollment date.

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## Application Period and Screening Process

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- (0) Applicants are encouraged to contact her/his desired advisor before filling the application documents.
- (1) Applicants are requested to initially submit PDF copies of all the application documents except for letters of recommendation. These should be e-mailed to the following address from April 1 to April 7, 2020 (Japan time).  

[jica-application@ebisu.fks.ryukoku.ac.jp](mailto:jica-application@ebisu.fks.ryukoku.ac.jp)
- (2) Applicants must send a complete set of application materials to the following address below, from April 13 to April 24, 2020 (Japan time). Please consider how long it takes mail to arrive from your country, and plan accordingly.  

c/o Nakagyo Post Office, Ryukoku University Admission Application Center, 604-8799
- (3) Admission selection is based on a comprehensive evaluation of the documents submitted by the applicants and, if deemed necessary, an interview, which may be conducted in person by telephone or by Skype.
- (4) Admission decision will be sent to applicants by JICA. Ryukoku University cannot respond to inquiries regarding the results of any part of the screening process.
- (5) Application fee will be paid by JICA. (Application fee is 35,000 Japanese Yen.)

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## Application Documents

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All documents and certificates must be prepared in English. Download the specified forms (1), (2), (3), and (4) at the following URL:

<https://www.econ.ryukoku.ac.jp/daigakuin/en/eprogram/>

Once completed, the forms should be printed single-sided on A4 or letter-size paper. Please make sure that everything is printed clearly.

(1) Application Form (Form 1)

(2) Application Sheet (Form 2)

Attach a photograph to Application Sheet.

(3) Research Proposal (Form 3)

(4) Two Letters of Recommendation (Form 4)

These should be completed by two evaluators well acquainted with applicants' academic abilities and personality. The letters must be written by a faculty member or an expert in your field of study.

(5) Certificate of (Expected) Graduation and Academic Transcript from the university attended

- Both documents must be officially certified. Photocopies are not accepted.
- Please do NOT send the original diploma. Those who submit a certificate of expected graduation must submit a certificate of graduation during the enrollment procedure.
- Academic Transcript must contain all the grades earned in the university.
- Applicants who completed or will complete education in the People's Republic of China need to visit the China Higher-education Student Information Online Verification System at the following website:

<http://www.chsi.com.cn/xlcx/bgys.jsp>

Follow the directions posted there to download your 教育部學歷證書電子注冊備案表 (Graduates of Chinese Universities, only) or 教育部學籍在線驗証報告 (Current Students at Chinese Universities, only.) The applicants must print the certificate and enclose it with the application documents. (Students who attended or are attending universities in Taiwan, Hong Kong or Macau need not submit these forms.)

(6) Official Test Scores of English Proficiency

- We accept only official TOEFL (iBT) or IELTS (Academic Module) scores that are less than two years old.
- For the TOEFL, applicants must submit the following two materials:
  - ① A copy of the Examinee Score Report, or Test Taker Score Report
  - ② Official Score Report (Request ETS to send it directly to Ryukoku University-International Center Office. [Institution Code: 8488])

- For the IELTS, applicants must submit a copy of the Test Report Form. The TRF number must be clearly visible on the bottom of the copy of the score sheet.
- The cost of TOEFL and IELTS is at applicant's own expense.
- Automatic waivers of the TOEFL or IELTS requirement are granted for applicants who have completed or will complete a bachelor's degree (or higher) at a university in the United States, United Kingdom, Canada (excluding French Quebec), Africa (English speaking), Australia, or New Zealand.

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## Important Notices for Applicants

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- (1) No documents submitted for application will be returned to the applicants.
- (2) Offers of admission and scholarship are made based on the assumption that all of the information provided by the applicant is accurate. Ryukoku University may retroactively cancel admission of any student who has falsified personal information or academic records, or plagiarized the work of others in their Research Proposal.
- (3) Visit our web sites for the latest information of our program:

Website: <https://www.econ.ryukoku.ac.jp/daigakuin/en/eprogram/>

Please feel free to contact us via e-mail ([e-program@econ.ryukoku.ac.jp](mailto:e-program@econ.ryukoku.ac.jp)) if necessary.

### Admission Policy

The master's degree course aims to cultivate researchers who have a deep understanding of the world and the ability to build a theory and conduct an applied analysis, or to train advanced professionals who have practical abilities based on high ideals and academic knowledge.

For these purposes, we are looking for the following students:

- Students who want to play a role in peace and development of regional societies and the world, fulfill the eligibility of admission, are eager to study, and have good potential.
- Students who want to conduct research at the international standard, or to have advanced practical abilities.
- Students who want to be leaders involved in public activities.
- In order to establish creative and stimulating research environments, students who have careers in areas other than economics are encouraged to apply.