

**April / September 2026 Enrollment**  
**Master's Program, Graduate School of International Relations**  
**Application Guidelines for 1 Semester Exchange Program**  
**(National Chengchi University)**

This program is conducted based on Dual Master's Degree Program Agreement signed between the Graduate School of International Relations, Ritsumeikan University (RU) and the College of International Affairs, National Chengchi University (NCCU).

- Memorandum of Agreement for Dual Masters Degree Program  
National Chengchi University, Ritsumeikan University Clause 4 (four)

The following outlines RU's recruiting and application procedures for 2026 NCCU 1 semester exchange students who do not intend to acquire a degree, but rather intend to conduct study/research at RU as visiting, non-degree-seeking students.

### **I. Number to be accepted**

A few

Successful applicant cannot change the program he/she selected. For program details, please see our website ( <https://www.ritsumei.ac.jp/gsir/eng/>).

**English-based program:** Global International Relations Program

**Japanese-based program:** International Relations Program

### **II. Eligibility Requirements**

Applicants must satisfy all the following criteria (1) to (3). Applicants for English-based programs need to satisfy (4) and applicants for Japanese-based programs need to satisfy (5).

- (1) Students who are currently enrolled in the Master's program at NCCU
- (2) Students who obtained a recommendation from NCCU based on Dual Master's Degree Program Agreement signed between NCCU and RU
- (3) Students whose cumulative GPA is 3.0 or higher on a 4.0 scale in their undergraduate program
- (4) Students who have a TOEFL iBT<sup>®</sup> Test score of 80 or IELTS of 6.0
- (5) Students who have passed level 1 (N1) of Japanese Language Proficiency Test (JLPT) if they choose Japanese-based program

### **III. Screening Method**

Admission screening will be conducted by the document screening.

Applicants may have phone, email or online interview if necessary.

### **IV. Application Period**

<April 2026 enrollment>

Thursday, September 18, 2025 -Thursday, October 2, 2025

<September 2026 enrollment>

Thursday, April 2, 2026 -Thursday, April 16, 2026

## V. Application Method

### 1. Required Documents

- 1) Ritsumeikan University Graduate School Application Sheet with a facial photo (Form GS 1)
- 2) Research Proposal (Form IR 1)

**English-based program applicants:** Approximately 1000 words in English

**Japanese-based program applicants:** Approximately 2000 characters in Japanese

- 3) Pledge (Form IR4)
- 4) Letter of recommendation from NCCU (Free format)
- 5) Academic transcript of NCCU
- 6) Certificate of English ability

#### **English-based program applicants**

A certificate of English language proficiency must be submitted (TOEFL® Test or IELTS is preferable).

– Submission of official certificate of English language proficiency is waived for applicants who holds the nationality of the countries listed below as well as those completed/ are expected to complete an undergraduate/ graduate program in the listed countries. Antigua and Barbuda, Australia, the Bahamas, Barbados, Belize, Canada, Dominica, Grenada, Guyana, Ireland, Jamaica, Malta, New Zealand, St Kitts and Nevis, St Lucia, St Vincent and the Grenadines, Trinidad and Tobago, U.K. and U.S.A.

– In addition to the above, submission of official certificate of English language proficiency is waived for applicants who completed/ are expected to complete an undergraduate/ graduate program where English is the official medium of instruction. In such case, an official university document certifying this is required (The document must be original and signed by a person who holds a post such as dean or department chair).

\* Scores of TOEFL® Test, IELTS and TOEIC® Listening & Reading Test must be taken no more than 2 years before the starting date of application period.

\* TOEFL ITP® Test and TOEIC® Listening & Reading Test Institutional Program (IP) are not acceptable.

\* Only TOEFL iBT® scores from a single test date will be considered (MyBest™ scores will not be taken into consideration).

#### **Japanese-based program applicants**

Optional, but highly recommended

- 7) Certificate of Japanese Ability

#### **English-based program applicants**

Optional

### **Japanese-based program applicants**

Official N1 certificate of Japanese-Language Proficiency Test (JLPT); Either “Score Report”, “Certificate of Result and Scores” or “Certificate of Japanese-Language Proficiency”.

- Submission of official N1 Certificate of JLPT is waived for applicants with either Japanese nationality, permanent residency or special permanent residency.
- In addition to the above, submission of official N1 certificate of JLPT is waived for applicants who completed/ expected to complete an undergraduate/ graduate program where Japanese is the official medium of instruction in Japan. To be exempted, an original copy of the document from the graduate school certifying this needs to be submitted (the document must be signed by an authority such as a dean).

- 8) A photocopy of applicant’s passport information page, including photo and date of birth (if an applicant has a valid passport at the time of application).

\* Certificates must be valid as of the beginning of the application period.

\* Applicants may be asked for further confirmation.

## **2. Submission of Documents**

Submit documents to NCCU, and the person in charge at NCCU sends them to the office of GSIR, RU (ir-adm@st.ritsumei.ac.jp).

## **3. Notes**

Please fill in your name recorded on passport in alphabet with the following rule. Even if you use Chinese characters in your own country, do not use Chinese characters.

- Fill in your name in the order of Family name (all uppercase), First name (the first letter in uppercase and the rest in lowercase), and Middle name (the first letter in uppercase and the rest in lowercase). For names without a clear distinction between surname and first name, enter the first part of the name in all uppercase and for the rest, make the first letter in uppercase and the rest in lowercase.
- If the total number of characters in alphabet exceeds the number allowed to enter (40 letters), the middle name should be abbreviated to the initial with a period

Example: Family name: RITSUMEI First name: Taro Middle name: Saionji

## **VI. Notification of Results**

<April enrollment>

Thursday, November 27, 2025

<September enrollment>

Thursday, June 11, 2026

\*The result will be sent by email.

## **VII. Enrollment Procedures**

Successful applicants will receive detailed instructions after their results are finalized.