

## (For undergraduate students as of September 2021)

### AY2021 Application Procedure (Scholarship Initial Registration) for Scholarships Requiring University Recommendation for Privately Financed International Students of Rikkyo University

Most of the scholarships for international students require a recommendation by Rikkyo University in order to apply. If you wish to apply for scholarships which require a recommendation by Rikkyo, you must complete the “Scholarship Initial Registration” every year.

For international students who have completed the “Scholarship Initial Registration,” International Office will determine their scholarship recommendation ranking by the selection method depending on their enrolled course and year. Based on this recommendation ranking, we select recipients or recommended applicants for internal or external scholarships that require a university recommendation.

#### I. AY2021 Scholarship Initial Registration Procedure for Privately Financed International Students

Even if you have already been selected for the AY2021 scholarship, you must complete the AY2021 Scholarship Initial Registration, so that you can apply this year to receive a scholarship offered in AY2022.

##### 1. Scholarship Initial Registration period/eligible students

Scholarship recommendation ranking is determined each semester for students who have completed the Scholarship Initial Registration.

Students Eligible for New Registration
<p><b><u>The expiration date of “Student” resident status must be after October 1, 2021. (Students currently applying for visa extension (or changing visa) are eligible.)</u></b></p> <p>(1) Privately financed international students at undergraduate or graduate school, who enrolled in September 2021.</p> <p>(2) Privately financed international students at undergraduate or graduate school, who are on leave of absence in spring semester of 2021 and come back (re-enroll) to school in the fall semester of 2021.</p>

##### 2. Scholarship Initial Registration period

Registration Period
<p><b>Thursday, September 16, 2021 Wednesday, September 22, 5:00 p.m. (JST)</b> <b>[strict deadline]</b></p>

Absolutely no submissions will be accepted after the deadline. Your documents will not be accepted if they are incomplete or incorrect. Allow sufficient time to prepare and submit them.

##### 3. How to apply/ Documents to be submitted

Please enter the required information on the designated online form and complete the necessary procedure by the deadline.

【Online Form】 <http://s.rikkyo.ac.jp/bacc669>

**\* If you have a guardian in Japan, you must submit Certificate of income and withholding tax” or “Taxation certificate” of the guardian**

Note: Some scholarships may not accept application depending on the annual income of the guardian in Japan.

Ex. For following scholarships, annual income of the guardian in Japan must be less than 5 million

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yen; Monbukagakusho Honors Scholarship, Rikkyo University Alumni Association Scholarship for International Students.

### II. Scholarship Recommendation Ranking

#### 1. Methods for determining scholarship recommendation ranking for undergraduate students

The scholarship recommendation ranking for undergraduate students is determined by screening submitted documents and **\*Academic Grades**.

**\*Academic Grades are confirmed by the grades data that Rikkyo University possess**

**[Evaluation Method for Academic Grades]**

**Academic Grades are valued by the index that is turned into a deviation value from \*GPA computed by all registered credits by the last semester, taking into consideration of differences of the distribution of grades of each college, department and year of enrollment.**

$$\text{※GPA} = \frac{S \times 4 + A \times 3 + B \times 2 + C \times 1}{\text{number of all registered credits}}$$

#### 2. Announcement of scholarship recommendation ranking

Scholarship recommendation ranking is determined each semester for students who have done the Scholarship Initial Registration. All students who completed the Initial Registration shall be notified of the scholarship recommendation ranking via email.

Fall Semester*
Tuesday, October 13, 2021

**\* In the fall semester we will announce the scholarship recommendation ranking, after re-determining the scholarship recommendation ranking of students who carried out Scholarship Initial Registration in the spring and fall semesters.**

### III. Recommendation and Recipient Selection Method for Scholarships Requiring University Recommendation

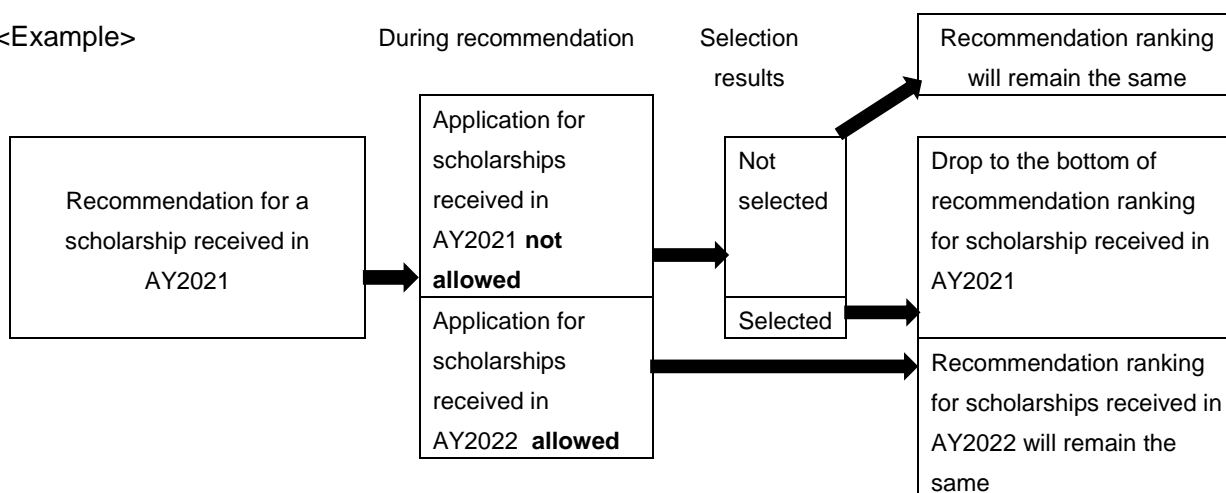
Recommended applicants or recipients for the 2021 scholarships that require recommendation by Rikkyo University will be selected based on the Scholarship Recommendation Ranking, unless there are special limits for recipient qualification (such as nationality and age).

If you are selected as a recommended applicant, you may not apply for other scholarship that would be received in the same year as the one you are applying for until you receive the result. You may apply for a scholarship that is to be received in a different year.

If you are selected for a scholarship, your ranking will drop to the bottom of the recommendation ranking for the 2021 scholarships. If you are not selected, your ranking returns to the original ranking. Your nomination ranking for the 2021 scholarships received will remain the same.

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<Example>



Even if you are already selected as recommended applicants or recipients for the AY2021 scholarship, you are able to apply for the AY2022 scholarship

Normally, for scholarships that are to be received in AY2022, applications start after the fall semester of AY2021.

For a scholarship in which many recommended applicants or recipients are selected, they will be distributed among the applicant categories (enrolled course and year) depending on the ratio of applicants. If a scholarship chooses only one or two recommended applicants or recipients, category 1 applicants (doctoral program) are given priority.

Category	Enrolled Course	
Ctg1	Graduate school	Doctoral program
2		Second year Master's program (For September enrollees - more than 2nd semesters)
3		First year Master's program (For September enrollees - on the 1st semester)
4	Undergraduate school	Second to fourth year, third year transferred students (For September enrollees - more than 2nd semesters)
5		First year (For September enrollees - on the 1st semester)