

R RITSUMEIKAN UNIVERSITY



2023 RITSUMEIKAN SUMMER JAPANESE PROGRAM 1 -RSJP1-

PRE-ARRIVAL GUIDE

READ THIS GUIDE AND GET READY FOR YOUR LIFE IN JAPAN!

TABLE OF CONTENTS

1 Preparing for Departure

Visa2
When and Where Should I Arrive?2
Money in Kyoto2
Things to Do/Things to Bring3

2 Arrival in Japan

Border Measures5
Kansai International Airport to Kyoto6

3 Life in Japan

Transportation8
Daily Necessities9
A Few Things to Keep in Mind10

4 COVID-19 Regulations

Current Measures in Japan11
Current Measures at Ritsumeikan University11

5 Campus Life

Schedule for the First Day12
Buddies12
Classes12

Important Dates13
------------------------	---------

Important Contact Information13
--------------------------------------	---------

Map of Ritsumeikan University's Vicinity14
---	---------

1. PREPARING FOR DEPARTURE

Visa

Do you have your visa ready?

A visa is required for students of some nationalities, so please contact your nearest Japanese embassy or local consulate for detailed information. You will need to complete the visa application in the country where your current university is located in.

If you are required to obtain a visa for entry to Japan, follow the procedures below.

1. Contact the local Japanese embassy or consulate in the country where you currently study.
2. If you have not yet notified the RSJP/RWJP program coordinators, notify the coordinators immediately that you will need to apply for a visa.
3. Collect all documents specified by the local Japanese embassy or consulate.
4. Participants who already paid their program fee will receive a document titled "Notification of Acceptance" from the International Center, with our supporting visa documents for the application.
5. Submit documents from No.3 and No.4 to your local Japanese embassy or consulate.

※ Please note that the necessary visa for this program is a short-term tourist visa, not a student visa.

When and where should I arrive? – Airplane Tickets

We recommend participants to arrive at Kansai International Airport (KIX), as it is the closest international airport to Kyoto, at least one day before the program starts.

Money in Kyoto

Living expenses will vary, depending on students' individual lifestyles, but approximately JPY 60,000 is considered adequate to cover monthly living expenses.

● Cash, Cards, ATMs

- ※ Please note that personal checks are not used in Japan.
- ※ Credit cards and debit cards issued by overseas financial institutions can be used to make withdrawals at Japan Post Bank ATMs and convenience stores, located throughout the country. If you also have a card with a PLUS mark on the back side, you can withdraw cash at ATMs.
- ※ Visa and Mastercard are the most widely accepted cards but cannot be fully guaranteed that it can be used in all stores. We recommend you to have cash at all times since buying bus and train tickets can only be done by cash in most stations. Please check with your credit card company if your card can be used for transaction in Japan.
- ※ For more information, please check the following websites.

•Japan Post Bank:

*There is one Japan Post Bank ATM machine on campus.

http://www.jp-bank.japanpost.jp/en/ias/en_ias_index.html

•7-Eleven (Seven Bank):

*Please note that none of the currency exchange providers are affiliated with Ritsumeikan.

<http://www.sevenbank.co.jp/intlcard/index2.html>

Things to Do / Things to Bring

- **Travel Insurance:** This program does not cover travel insurance. You MUST enroll in an international travel insurance before your departure to Japan. **Please submit your travel insurance information along with your flight schedule by April 26th.** In case you need to visit a hospital while in Japan, you will need to pay the full cost of the medical examination and any medication prescribed. You can apply for reimbursement after leaving Japan if your insurance covers the costs, so make sure to save all receipts.
- **Transcript and Credit Approval:** Upon successful completion of the program, participants will receive an academic transcript. The academic transcript will be mailed to you or your home institution through regular post within a month after the final day of the program. If you wish to have your credits approved, please consult with your home institution in advance about obtaining credits for coursework conducted during the program.
- **Textbook and Dictionary:** Please bring your Japanese textbook you currently use in a Japanese course at your institution. You can deepen your understanding on what you study in classes at Ritsumeikan by comparing it with the textbook provided to you in this program. You will need a dictionary in class so please bring one with you. Also, you will need to bring your own writing materials, including notebooks and pencils. **If you have never learned Japanese, you are required to master writing and reading of Hiragana and Katakana before arrival.**
- **Clothing:** Participants are advised to bring a raincoat or umbrella and a practical footwear. There are Japan Studies (fieldwork excursions) that may involve a lot of walking so we recommend participants to bring walking shoes and comfortable clothing. Kyoto is surrounded by three mountain ranges which provide Kyoto with much of its scenic beauty but also create extreme weather conditions. In particular, summer is very hot and humid in Kyoto. Temperature in Celcius is as follows (highest/lowest): May 25°/14°, June 28°/19°, July 32°/23°.

- **Mobile phone:** There are NO pre-paid mobile phone/rental mobile phone/rental SIM card /pocket WI-FI services available for students at Ritsumeikan University. However, free WI-FI is available within the campus and SIM cards can be purchased at some convenience stores.
- **Medication:** Participants are advised to bring their medications if necessary for the amount of days you will stay in Japan. **If you are bringing in prescription of more than a month's amount, you will need to apply for a "YunyuKakunin-sho" before departure and after booking your flight.** It is said to take around 3 business days for the application to go through.

For more information on "YunyuKakunin-sho", please refer to the Ministry of Health, Labor and Welfare website for the procedures

List of things required for application:

- Personal information
- Flight ticket/information
- Name of medicine, usage, dosage, manufacturer name
- Prescription description from your doctor
- Medicine description/ catalogue
- In case you are bringing it with you on the flight (baggage), a copy of the "carrying goods detention certificate" issued by customs (in Japanese : 手荷物の場合、税関が発行した「携帯品留置証」のコピー).

HP <https://www.mhlw.go.jp/english/policy/health-medical/pharmaceuticals/01.html>

Application Page <https://impconf.mhlw.go.jp/aicpte/page/login.jsp?lang=en>

Q&A <https://www.mhlw.go.jp/english/policy/health-medical/pharmaceuticals/dl/qa2.pdf>

2. ARRIVAL IN JAPAN

Border Measures as of April 12th, 2023

Visit Japan Web	Valid Vaccination Certificate	Pre-departure Test	On-arrival Test	Isolation
Required	With	NOT Required	-	-
	Without	Required		

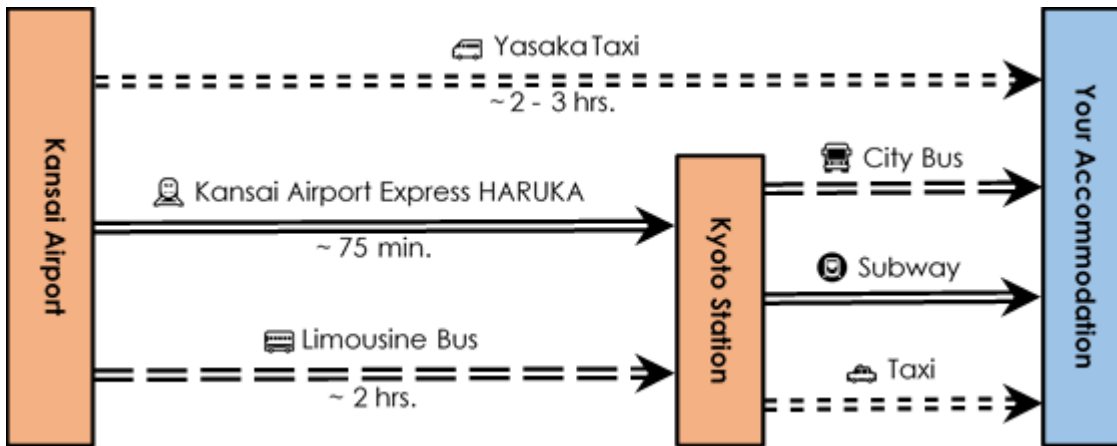
- All entrants are required to provide either a valid COVID-19 vaccination certificate (3 doses) of vaccines on the Emergency Use List of World Health Organization (WHO) or a certificate of negative result of pre-departure COVID-19 test taken within 72 hours prior to departing from the original country/region.
- Those who are entering Japan on or after May 8, 2023, will not be required to present a valid vaccination certificate or pre-departure inspection certificate.
- **Visit Japan Web:** Please also pre-register the information required for quarantine procedures via "Visit Japan Web". Scan QR code or click URL HP <https://vjw-lp.digital.go.jp/en/>
- On-arrival test at the quarantine station, self-quarantine in places such as their own residence or accommodations, and refraining from use of public transportation are no longer required in principle. Visa exemption arrangements have also been resumed from 0:00 am (JST) on October 11, 2022.



For more details about border measures, see the HP of Ministry of Health, Labour and Welfare.

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

Kansai International Airport (KIX) to Kyoto



① Arrival at the KIX Airport

It is strongly recommended that you arrive at Kansai International Airport (KIX), as it is the closest and most convenient international airport to Kyoto.

- ① After leaving the aircraft, have your passport and disembarkation card ready.
- ② Have your "Visit Japan Web" ready by pre-registering the information required for quarantine procedures.
- ③ Proceed to Immigration (入国審査/Nyuukoku shinsa) and Customs (税関/Zeikan).
- ④ If an immigration officer asks you the purpose of your stay in Japan, answer: Short Term Study Abroad (短期留学です/Tanki ryuugaku desu).
- ⑤ Once you are finished, exit to the Arrival Lobby.
- ⑥ We highly recommend you to exchange enough currency into Japanese Yen at the airport exchange bureau.

Visit Japan Web HP <https://vjw-lp.digital.go.jp/en/>

Map of KIX <https://www.kansai-airport.or.jp/en/map>

② Travel Options (KIX to Kyoto Station)

We do not arrange airport pickups.

Please travel to Kyoto using one of the following options:

● Train: Airport Express Train "HARUKA" 関空特急はるか

- ① Where to find: JR (Japan Railway) Kansai Airport Station (located on the second floor of Kansai International Airport, next to the airport terminal)
- ② Time: The train leaves every half an hour and takes approximately 80 minutes
- ③ Ticket price: JPY 3,110 (one-way, non-reserved seat) / JPY 3,640 (reserved seat).
- ④ Ticket Purchase: Purchasable by cash at the ticket vending machine or at the JR ticket booth "MIDORI-NO-MADOGUCHI" (みどりの窓口).

Railway Map & Details HP <http://www.kansai-airport.or.jp/en/access/train/index.html>

● Airport Limousine Bus

- ① Where to find: Terminal 1: Bus stop No.8 / Terminal 2: bus stop No.2
- ② Time: Approximately 1.5~2 hours to Kyoto Station
- ③ Ticket price: JPY 2,600 one-way to Kyoto Station
- ④ Ticket Purchase: Limousine Bus Ticket Offices can be found in four locations near the limousine bus or taxi stops outside the northern and southern ends of the Passenger Terminal Building on the first floor.
- ⑤ Reservation: The bus departing from the airport is a first-come, first served basis so you cannot reserve it, while buses going to the airport can be reserved before-hand.
- ⑥ Others: Other information regarding limousine bus services is also available at the Limousine Bus Ticket Office. Their staff at the counter will be able to help you with purchasing your ticket.
- ⑦ For more information, check the link below or call +81(0)75-682-4400 (Keihan Bus Kansai Airport Limousine Bus Reservation Center Kyoto Line).

https://www.keihanbus.jp/limousine/kix/limousine_kanku_kyoto.html

● Yasaka Taxi (door to door service)

- ① Where to find: Shuttle counter at Terminal 1, 1st floor
- ② Time: You may choose the destination that you wish the shuttle to drop you off so the time of ride will depend on your destination.
- ③ Price: 4,980 JPY/person
- ④ Reservation: Reservation can be done online from their website here (you will need to reserve by 3pm on the day before your flight.)

HP <https://www.yasakataxi.jp/english/shuttle/>

PDF https://www.yasakataxi.jp/english/shuttle/airport-shuttle_en.pdf

3. LIFE IN JAPAN

Transportation

There are various forms of public transportation such as trains, subways, and buses in Kyoto.

- **Train/Subway**

To ride the train (JR, Hankyu, Keifuku, Keihan) or subway you will need to buy tickets at ticket vending machines at the station or use an IC card.

- **Kyoto City Bus**

The Kyoto City Bus is also useful for getting around within Kyoto. A single ride in Kyoto City area costs JPY 230.

- **IC Card**

An app version of Suica can be downloaded from Apple Store and ICOCA from Google Play on Android phones. You can charge money by tying up your credit card to your app.

The following IC Cards can be used in Kyoto City Buses and trains: ICOCA, PASMO, Suica, manaca, PiTaPa and others.

- **Monthly Bus Pass**

You can purchase a JPY 9,660 monthly bus pass if you are planning to use city buses for traveling and commuting to the university. By using this pass, you will be able to ride the bus as many times as you wish during the program period, including weekends.

You will be required to fill in a registration paper at one of the following 4 stations to purchase a pass. You cannot buy it at Ritsumeikan University campus.

*A monthly bus pass is only available for one month.

Location	Business Hour	Phone Number
Shijo Station <small>しじょうえき</small> 四条駅 (subway)	Monday ~ Saturday 7:30-19:30 Sunday/Holiday 9:00-17:00	075-343-3784
Kyoto Station <small>きょうとえき</small> 京都駅		075-371-6622
Kitaoji Station <small>きたおおじえき</small> 北大路駅 (subway)		075-492-3208
Sanjo Keihan Station <small>さんじょうけいはんえき</small> 三條京阪駅 (subway)		075-752-6071
Nijo Station <small>にじょうえき</small> 二条駅 (subway)	Monday~Saturday 12:00-19:30 Sunday/Holiday 9:00-17:00	075-823-2265

Book of Coupons

You can purchase them at stations where monthly bus pass is purchasable as well as at Ritsumeikan University campus.

Price	Tickets
JPY 1,000	JPY 230 × 4 tickets + JPY 180 × 1 ticket
JPY 5,000	JPY 230 × 24 tickets

One Day Pass

With One Day Pass, you can travel any number of times throughout the day within the designated area in Kyoto city. It may be used for both Kyoto City Bus and Kyoto Bus.

Price	Pass
JPY 700	Kyoto City Bus & Kyoto Bus One-Day Pass

*To ride a night bus or go outside the center of Kyoto city, you will need to pay extra fare.

For more information about Kyoto City Buses, please check their website:

HP <https://www2.city.kyoto.lg.jp/kotsu/webguide/en/index.html>

Daily Necessities

- **Meals:** Participants may choose to eat at one of the on-campus cafeterias, which serve everything from noodles to full meals at very reasonable prices.
- **Grocery Shopping:** There are many grocery stores and shops in Kyoto where you can buy your groceries and other necessities. Most stores in Japan are usually open from 10 am to 8 pm throughout the week. Feel free to ask the Buddies if you need any advice or help finding these stores. The amount you spend depends on what you buy, but the estimated expense for a week's grocery is roughly between JPY 3,000 and 5,000 per person.
- **Convenience Stores:** There are many convenience stores ("Konbini") in Kyoto that are open 24 hours everyday of the year. Konbinis are like small supermarkets, stocked with a wide array of prepared foods, snacks, beverages, magazines, and daily necessities. Other services such as copy machines and ATMs are often available as well.
- **Telephone** Very few public phones in Kyoto can be used to call overseas. In order to make overseas calls from these public phones, you will need to purchase a prepaid telephone card such as "World Prepaid Card" or have JPY 100 coins ready. They are purchasable at convenience stores. There are also three on-campus pay phones that are available to call overseas.
- **Internet Access:** You will be able to use the computers on-campus and access the internet by using the login ID and password given to you at the Orientation. The university also provides a campus-wide wireless network which allows you to use your laptop on campus. We also provide Wireless LAN connection on campus.

- **Health:** You MUST enroll in an international travel insurance before your departure to Japan, as the program does not cover travel insurance. Please consult with the Ritsumeikan staff if you are experiencing any health problems. There is a Medical Service Center on-campus that offers medical assistance to students with health concerns, and consultations are available in English during certain times of the day. For any medical treatment received, you will be required to pay the full charge. Please remember to take the receipts back with you to your home country for insurance reimbursement.
 - ✘ A medical examination with prescribed medication at a clinic or hospital can cost approximately JPY 10,000 for internal medicine and from JPY 20,000 to JPY 30,000 for other treatments such as ophthalmology and otolaryngologist.
- **Currency Exchange in Kyoto:** Currency exchange is available at banks and currency exchange shops. However, we strongly recommend exchanging currency at the airport upon arrival.

A Few Things to Keep in Mind

- **Bathroom:** Most public toilets in Japan are reasonably well-equipped. However, some may not provide any toilet paper. It is the best to always carry with you a small pack of tissues and a handkerchief for drying hands. On campus, there are both Japanese and Western style toilets.
- **Tipping:** Tipping is not a common practice in Japan. This includes restaurants, hotels, and taxis.
- **Noise in Public Places:** In Japan, it is common to keep your voice volume down in public places such as inside the train, bus, buildings and etc. Also, talking on your mobile phone inside public transportation is prohibited.
- **Drinking and Smoking Regulation:** Drinking and smoking under the age of twenty is strictly prohibited by Japanese law.
- **Wheels Regulation:** You are NOT allowed to operate or purchase a bicycle, car, motorbike, or any other vehicle during the program.

4. COVID-19 REGULATIONS

Current Basic Measures in Japan

Japan has finally loosened its restrictions after March 2023.

- Masks: Mask use will be up to individual choice as of March 2023. It is still recommended for medical institutions or crowded trains or buses.
- If you test positive or develop any symptoms such as fever after entering Japan, please check the URL for more information and follow its guidance.

HP <https://www.c19.mhlw.go.jp/area-en.html>

Current Basic Measures at Ritsumeikan University

- As of March 12, 2023, the Rules for Mask Wearing at Ritsumeikan University will be discontinued, and the wearing of masks will be left to the discretion of each individual. We may request the wearing of masks in cases when mask-wearing is recommended to prevent the spread of infection.
- After March 31, 2023, you will no longer need to report COVID-19 infections and close contacts to the Medical Service Center. If you are still feeling sick and would like to see the doctor, please contact the RSJP1 Study Abroad Center and we will guide you to the Ritsumeikan University Medical Service Center.

For more information about COVID-19 regulations at Ritsumeikan University:

HP <https://en.ritsumei.ac.jp/news/detail/?id=792>

Ritsumeikan Medical Service Center

Phone consultations available: Weekdays 9:30-17:00 / TEL: 075-465-8232

HP <https://en.ritsumei.ac.jp/health/>

5. CAMPUS LIFE

At **8:20am on Tuesday, May 9th**, we will be picking you up at the designated hotel. For those of you that are not staying at the designated hotel, you have two options: either gather at the designated hotel and head to the University together or head to the university directly from your accommodation. The RSJP staffs will be guiding you to the orientation at Ritsumeikan University.

Schedule for the First Day (Tuesday, May 9th)

Time	Schedule	Place
8:20	Pick up	In front of Tassel INN (designated hotel)
↓	Take the bus to the campus with Ritsumeikan staffs	
10:00 - 11:00	Orientation	Yoyokan Hall Room No. 412
11:00 -	Campus Tour	Kinugasa Campus
11:40 -	Lunch with BUDDY	Ryoyukan Cafeteria
13:00 - 14:00	Gym Guidance	Gym

- Orientation will be covering the following:
 - General introduction to campus life at Ritsumeikan University and life in Japan
 - Program Schedule
 - Information about Japanese Cultural Studies, Ritsumeikan Buddies and much more.
- How to get to Kinugasa Campus:
Access <https://en.ritsumei.ac.jp/access/>
- Campus map of Kinugasa Campus:
Map <https://en.ritsumei.ac.jp/file.jsp?id=246776&f=.pdf>

Buddies

Ritsumeikan students will be assisting you as volunteer buddies for you to adjust to life in Kyoto as quickly and smoothly as possible. Please feel free to consult with the buddies whenever you need any help. We ask all buddies to speak to you in Japanese so please enjoy practicing conversational Japanese with them. This system is not designed to be a one-on-one system so that you can make as many friends as possible with the buddies.

Classes

Japanese classes will start on the second day of the program, and will be held from 9:00 am to 11:50 pm, Monday to Friday. You will not have any classes on weekends. More information of the program schedule will be given to you at the orientation.

6. IMPORTANT DATES

CONTENT	DATE	PLACE
Program Period	Tue May 9 - Fri June 9	Kinugasa Campus
Accommodation Period	Mon May 8 - Sat June 10	Tassel Inn Kyoto Kawaramachi Nijo
Notify Flight Info and International Travel Insurance to Ritsumeikan	By Wed April 26	By E-mail
Arrival Date to Kyoto	By Mon May 8	Kyoto
Orientation	Tue May 9	Yoyokan Hall 412
Japanese Classes	Wed May 10 - Fri June 9	TBA
Completion Ceremony	Fri June 9	Soshikan Conference Hall

Useful Websites

- Kyoto Visitor's Guide
A monthly guide to Kyoto events and festivals
<https://www.kvg-kyoto.com/>
- Kyoto Travel Guide
Information on Kyoto festivals and other events
<http://www.kyoto.travel/>
- Ministry of Foreign Affairs of Japan
Guide to Japanese Visas
http://www.mofa.go.jp/j_info/visit/visa/index.html

7. IMPORTANT CONTACT INFORMATION

Ritsumeikan Study Abroad Center at Kinugasa Campus

りつめいかんだいがくきぬがさりゅうがく
立命館大学衣笠 留学 サポートデスク

Address: 56-1 Toji-in, Kitamachi, Kita-ku, Kyoto 603-8346

じゅうしょ 住所: 〒603-8346 きょうとしきたくとうじいんきたまち 京都市北区等持院北町56-1

TEL: +81-75-466-3009 (from outside Japan)

075-466-3009 (from within Japan)

FAX: +81-75-465-8112 (from outside Japan)

075-465-8112 (from within Japan)

8. MAP OF RITSUMEIKAN UNIVERSITY VICINITY

