

Office Open Days and Hours in Summer 2015

International Student Office
Research and Educational Support Office

Office Hours 9 : 30~16 : 00 (Closed 11 : 30~12 : 30)

◆ Surugadai (2F, Global Front)
◆ Nakano (3F, Low-rise Wing)

August

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
	○	○	○	○	○	
9	10	11	12	13	14	15
All school offices closed						
16	17	18	19	20	21	22
All school offices	○	○	○	○	○	
23	24	25	26	27	28	29
	○	○	○	○	○	
30	31					
	○					

September

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
		○	○	○	○	
6	7	8	9	10	11	12
	○	○	○	○	○	
13	14	15	16	17	18	19
	○	○	○	○	○	
20	21	22	23	24	25	26
	Open as usual	Public Holiday		Open as usual		
27	28	29	30	10/1	2	3
Open as usual						

◆ Izumi (1F, University Building 1)
◆ Ikuta (1F, Central Building)

August

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
	○	○	○	Izumi and Ikuta Offices Closed		
9	10	11	12	13	14	15
All school offices closed						
16	17	18	19	20	21	22
All school offices	Izumi and Ikuta offices closed					
23	24	25	26	27	28	29
Izumi and Ikuta offices closed						
30	31					
	Izumi and Ikuta Offices Closed					

September

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
		○	○	○	Izumi and Ikuta Offices Closed	
6	7	8	9	10	11	12
Izumi and Ikuta offices closed						
13	14	15	16	17	18	19
Izumi and Ikuta offices closed						
20	21	22	23	24	25	26
	Open as usual	Public Holiday		Open as usual		
27	28	29	30	10/1	2	3
Open as usual						

*All the offices are closed on Saturdays, Sundays and public holidays from Saturday, August 1st to Saturday, September 19th.

*The university are closed from Monday, August 10th to Sunday, August 16th. No official work is available during the period.

*Office at Izumi Campus will move to Room 003(B1F) from Monday, 27th July due to construction at Izumi Campus.

*International Exchange Lounge at Izumi and Ikuta Campuses are closed during summertime.

*International Exchange Lounge at Nakano Campus is opened from 9:30 to 16:00 during summertime.

● Application for Scholarship Certificates

→The certificates are available to be issued on the same day at all the campuses.

● Scholarship

→Please make sure to sign up for each scholarship during the pre-informed period. (See above for office hours.)

Further information is available on our website.

■ International Student Office URL <http://www.meiji.ac.jp/cip/>

■ Inquiries : 03-3296-4141・4144・4146
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