

November 2021 - January 2022

	Operation Hours of Automated Certificate Issuing Machines				
	Kinugasa Campus/BKC/OIC		Suzaku Campus	Osaka Umeda Campus (14F)	Tokyo Campus
		BKC Manabi Station			
■ Regular hours					
Mon. - Fri.	9:00 - 21:30 * 9:00 - 17:30 on December 27 (Monday)	8:45 - 17:00 * 9:00 - 17:00 on final exam. Days	9:00 - 20:00 * 9:00 - 17:30 on December 27 (Monday)	9:30 - 17:00	9:00 - 17:30
Sat.	9:00 - 17:00	No service	No service	No service	No service
Sun. & National Holidays	No service	No service	No service	No service	No service
■ Irregular hours for class days on Sat. and national holidays, and make-up days					
Nov. 3 (Wed. national holiday) class day	9:00—21:30	8:45 - 17:00	9:00—20:00	No service	No service
Nov. 6 (Sat.) make-up day	9:00 - 17:00	8:45 - 17:00	No service	No service	No service
Nov. 23 (Tue. national holiday) class day	9:00—21:30	8:45 - 17:00	9:00—20:00	No service	No service
Nov. 27 (Sat.) make-up day	9:00 - 17:00	8:45 - 17:00	No service	No service	No service
Dec. 18 (Sat.) make-up day	9:00 - 17:00	8:45 - 17:00	No service	No service	No service
Jan. 8 (Sat.) class day	9:00—21:30	8:45 - 17:00	No service	No service	No service
Jan. 10 (Mon. national holiday) class day (Graduate School)	No service	No service	9:00—20:00	No service	No service
Jan. 22 (Sat.) final examinations	9:00 - 17:00	9:00 - 17:00 *Suspended, if final examinations are not held.	No service	No service	No service
Jan. 29 (Sat.) final examinations	9:00 - 17:00	9:00 - 17:00 *Suspended, if final examinations are not held.	No service	No service	No service
■ New Year holidays					
Dec.28 (Tue.) - Jan.5 (Wed.)	No service	No service	No service	No service	No service

■ Important notes

- (1) If students other than graduates-to-be need medical checkup certificates, please come to the Medical Service Center of each campus.
- (2) Tokyo and Osaka Umeda Campus have only one automated certificate issuing machine each.
Please note that certificates may not be issued if there is any problem with these machines.

Depending on the situation of COVID-19, the operation date and hours might be changed at a later date.