

## August 2025

|                             |                   | Automated Certificate Issuing Machines Operation Hours |               |   |              |
|-----------------------------|-------------------|--|---------------|---|--------------|
|                             |                   | Kinugasa/BKC/OIC Campus                                | Suzaku Campus | Osaka Umeda Campus (5F)   | Tokyo Campus |
| August 1<br>~<br>August 7   | Mon.<br>~<br>Fri. | 9:00—17:00   | 9:00—17:00    | Graduate and undergraduate students<br>9:30 – 17:00<br>Graduate students (MBA, MOT, LEIS)<br>9:30 – 17:30 | 9:00—17:30   |
|                             | Sat.              | No service   | No service    | No service  | No service   |
|                             | Sun.              | No service   | No service    | No service  | No service   |
| August 8<br>~<br>August 18  | —                 | No service   | No service    | No service  | No service   |
| August 19<br>~<br>August 31 | Mon.<br>~<br>Fri. | 9:00—17:00   | 9:00—17:00    | Graduate and undergraduate students<br>9:30 – 17:00<br>Graduate students (MBA, MOT, LEIS)<br>9:30 – 17:30 | 9:00—17:30   |
|                             | Sat.              | No service   | No service    | No service  | No service   |
|                             | Sun.              | No service   | No service    | No service  | No service   |

## ■ Important notes

**【Out of Service Dates and Periodic Inspection】**

- (1) **August 8 to 18** is a holiday period and the machines shall be out of service for the purpose of system maintenance.  
 \* Please note that during this period you will not be able to obtain certificates from the administrative offices either.

- (2) Machine operation shall be suspended (2 hours per machine) for the purpose of periodic inspection as follows:

【Kinugasa Campus】... August 28 (Thu.) from 10:00  
 【BKC】... August 27 (Wed.) from 10:00  
 【OIC】... August 26 (Tue.) from 10:30  
 【Suzaku Campus】... August 29 (Fri.) from 10:00  
 【Tokyo Campus】... August 28 (Thu.) from 9:30  
 【Osaka Umeda Campus】... August 26 (Tue.) from 9:00

\* Tokyo and Osaka Campuses have only one automated certificate issuing machine each.  
 Please note that no certificates can be issued during the inspection time.