November 2025- January 2026

	Operation Hours of Automated Certificate Issuing Machines			
	Kinugasa Campus/BKC/OIC	Suzaku Campus	Osaka Umeda Campus (5F)	Tokyo Campus
Regular hours				
Mon Fri.	9:00 - 21:30	9:00 - 20:00	Graduate and undergraduate students 9:30 - 17:00 Graduate students (MBA, MOT, LEIS) 9:30 - 17:30	9:00 - 17:30
Sat.	9:00 - 17:00	No service	No service	No service
Sun. & National Holidays	No service	No service	No service	No service
■ Irregular hours for class	days on Sat. and natio	nal holidays, and mak	e-up days	
Nov. 1 (Sat.) make-up day	9:00 - 17:00	No service	No service	No service
Nov. 3 (Mon. national holiday) class day	9:00-21:30	9:00-20:00	No service	No service
Nov. 24 (Mon. national holiday) class day	9:00-21:30	9:00-20:00	No service	No service
Dec. 20 (Sat.) make-up day	9:00 - 17:00	No service	No service	No service
Jan. 12 (Mon. national holiday) class day (Graduate School)	No service	9:00-20:00	No service	No service
Jan. 24 (Sat.) final examinations (Graduate School)	No service	9:00 — 17:00	No service	No service
■ New Year holidays				
Dec.26 (Fri.) - Jan.5 (Mon.)	No service	No service	No service	No service
■ Spring holiday period				
Jan. 26 (Mon.) - Jan. 30 (Fri.)	9:00 - 17:00	9:00—17:00	Graduate and undergraduate students 9:30 - 17:00 Graduate students (MBA, MOT, LEIS) 9:30 - 17:30	9:00 - 17:30
Jan. 31 (Sat.)	No service	No service	No service	No service

■ Important notes

- (1) Please refer to the Ritsumeikan Health Center website for information on Medical Examination Certificate. https://en.ritsumei.ac.jp/health/certificate/
- (2) Tokyo and Osaka Umeda Campus have only one automated certificate issuing machine each.

 Please note that certificates may not able to be issued if there is any problem with these machines.