

June 4th, 2020
2020年6月4日

Dear Students and Graduates,

Regarding the Office Services and the University Facilities

The university notifies that Waseda University gradually restarts its services from June 1st. However please understand the SILS/GSICCS Office is still closed to prevent the spread of the novel coronavirus. Please check the office and university services as below.

◆[For New Students] Student ID Card

If you do not have your student ID card, please check the email from the office “学生証の配付について/ Regarding Distribution of Student ID Cards” (June 3rd, 2020) which was sent to your Waseda email address.

◆Certificates

[For Current Students]

You can enter the campus (10am to 4pm) with your student ID card from June 1st. You can use the certificate machine (*), but classrooms, student lounge and the SILS/GSICCS Office is still closed. Please refrain from visiting the campus if you have no urgent need.

If you wish to request certificates by mail, please refer to our websites.

<SILS>

<https://www.waseda.jp/fire/sils/en/students/certificate/>

<GSICCS>

<https://www.waseda.jp/fire/gsiccs/en/students/certificate/>

*Regarding the certificates which you cannot issue from the certificate machine, please follow the procedures on the websites above. Also, please note that the certificate of expected graduation is available from July 1st.

[For Graduates]

As your entry into campus is not permitted at the moment, please request the certificates by mail. Please check the details from our websites.

<SILS>

<https://www.waseda.jp/fire/sils/en/students/certificate/>

<GSICCS>

<https://www.waseda.jp/fire/gsiccs/en/students/certificate/>

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◆[For March 2020 Graduates] Diploma

Please refer to the notification “(March 2020 Graduates) Regarding Diploma Delivery”.

<https://www.waseda.jp/fire/sils/assets/uploads/2020/06/Regarding-Diploma-Delivery.pdf>

◆Facilities and Other Services

(1) [For Current Students] Academic Advising Office (Waseda Portal Office, Building No. 7)

You can take the advising services and IT services in this office (only by reservation). Please refer to the Academic Advising Office website.

<Japanese>

<https://www.waseda.jp/wpo/>

<English>

<https://www.waseda.jp/wpo/e/index.html>

(2) Library

University libraries are still closed as of June 1st. However, the libraries will gradually restart their services, so please check the website frequently.

<https://www.waseda.jp/library/en/>

(3) [For Current Students] Health Care Support Center

Health Care Support Center offers limited services. Please check the websites.

<Japanese>

<https://www.waseda.jp/inst/hsc/>

<English>

<https://www.waseda.jp/inst/hsc/en>

◆[For Current Students] Special Consideration for Absence (Bereavement Leave, Infectious Disease, and so on)

Please contact the SILS/GSICCS Office by email.

<SILS>

sils-ac@list.waseda.jp

<GSICCS>

gsiccs-ac@list.waseda.jp

*If you are infected by the novel coronavirus, please contact the person in charge of student affairs in the SILS/GSICCS office (gakuseki21@list.waseda.jp) or the Health Care Support Center (covid_healthcareroom@list.waseda.jp).

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◆Inquiries

Due to limited services, we are unable to accept telephone calls. Please contact us by email.

<SILS>

sils-ac@list.waseda.jp

<GSICCS>

gsiccs-ac@list.waseda.jp

SILS/GSICCS Office, Waseda University