

**The schedule of CIE Office・Waseda Global Gate(WGG) during Spring Vacation.**

The University's Spring Vacation is from Sunday, February 4 – Sunday, March 31.  
Following are the open hours and dates during Spring Vacation.

Dates	CIE office (Building 22, 4F)	Waseda Global Gate (Building 22, 1F)
2/5(Mon) – 3/29(Fri) *Excluding national holidays on 2/12(Mon), 2/23 (Fri), and 3/20 (Wed)	Telephone Service Hours: 9:00 – 17:00 (weekdays only)  Over the Counter Service: 10:00-16:00 (weekdays only)	Telephone Service Hours: 9:00 – 17:00 From Monday to Friday (weekdays only) (03-3208-9602)
		Opening Hours:10:00 – 16:00 (Mon・Wed・Fri Only)  Waseda Global Gate Online/In-Person Consultation Service (Reservation required) <a href="https://waseda-cie-online.resv.jp/">https://waseda-cie-online.resv.jp/</a>  Incoming (to Waseda) study abroad consultation: 10:00-12:00 (Mon・Wed・Fri Only)  Outgoing (from Waseda) study abroad consultation: 12:00-16:00 (Mon・Wed・Fri Only)
2/12(Mon), 2/23 (Fri), and 3/20 (Wed)	Closed.	
2/4(Sun) – 2/24(Sat)	During the entrance examination, Bldg.22 is open but the Waseda Campus is closed, and the general public and students can not enter the Waseda Campus.	

For procedures related to status of residence, please be sure to check the following web page.

<https://www.cie-waseda.jp/visastatus/en/index.html>