



# Orientation for International Students



**Office of Student Services  
(International)  
Graduate School of Science and  
Technology, Keio University**



# Things Handed Out Today

---

- 1. Student ID card**
- 2. Keio.jp activation key (From April 1)**
- 3. Course Guidebook**
- 4. International Student Handbook**
- 5. Natural Disaster and Emergency Pocketbook**
- 6. Notice on Annual Health Check Up (Register from Wednesday, April 1)**
- 7. Urine container for Annual Health Check Up**
- 8. How to use the urine container**
- 9. Pledge for Security Export Controls**
- 10. Safety Manual**



# Information Website

## Information for International Students (IGP, DD, JEMARO Students)

The screenshot shows a web browser window displaying the page [st.keio.ac.jp/en/students/Important\\_Information.html](http://st.keio.ac.jp/en/students/Important_Information.html). The page title is "Information for International students (IGP, DD, JEMARO students)".

The main content area includes a message: "The information is helpful to start your study in Keio University. Please check this page carefully." Below this is a section titled "Guide for Before Departure and Upon Arrival" with two links: "Guide for Before Departure and Upon Arrival" and "Access to Yagami Campus". Another link, "Yagami Campus Map", is also present.

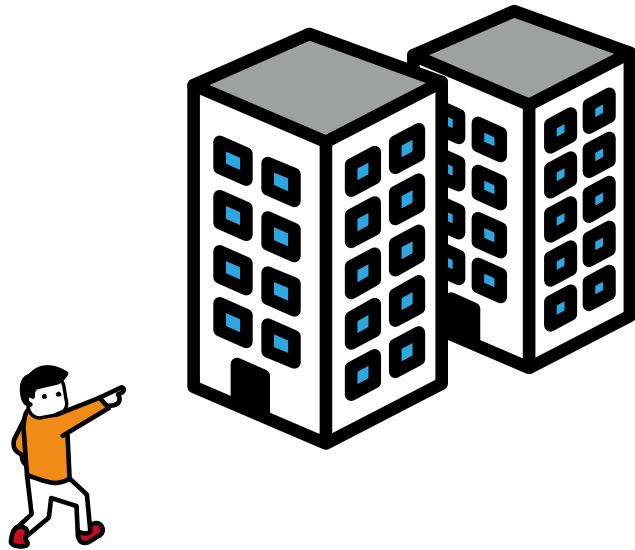
A second section is titled "Orientation and Guidance (Orientation for 2026 Spring will be held face-to-face)". Below this, the text "Orientation for International Students (2026 Spring)" is followed by a list of details:

- Date&Time: Monday, March 30, 2026 10:00am-11:15am
- Venue: Yagami campus Seminar room 1 - 2nd floor of 14th Building (Sosokan)

The right sidebar contains the Keio University logo and navigation links: Search, Maps, Language, About Us, Departments, Education & Research, Staff Profile, Admissions, and Students. Social media icons for Twitter, Facebook, Instagram, and YouTube are also visible.



# Introduction of Keio University





**Shinanomachi**

**Shiba-Kyoritsu**

**Mita**

**Yagami**

**Hiyoshi**

**SFC**



**Mita**

**Humanities and Sciences**



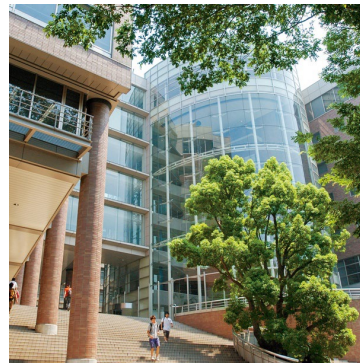
**Hiyoshi**

**General Education**



**SFC**

**Integration of Technology and  
Social Sciences/ Nursing**



**Yagami**

**Science and Technology**



**Shinanomachi**

**Medicine**



**Shiba-Kyoritsu**

**Pharmacy**



# Office of Student Services (International)

---

## Professors in Charge of International Affairs

### ➤ Chair of the Committee for International Affairs

## Professor TAKEMURA, Kenjiro

Email: [takemura@mech.keio.ac.jp](mailto:takemura@mech.keio.ac.jp)





# Office of Student Services (International)

---

## Professors in Charge of International Affairs

- **Academic Coordinator for International Students**

**Professor BEAUCAMP, Anthony**

Email: [beaucamp@sd.keio.ac.jp](mailto:beaucamp@sd.keio.ac.jp)





# Office of Student Services (International)

---

- Office Hours: **Monday–Friday 8:45–16:45**
- Telephone: 045-566-1468
- Email: [ic-yagami@adst.keio.ac.jp](mailto:ic-yagami@adst.keio.ac.jp)

## **Staff Members:**

- **Ms. Yasuko SHIBATA (Outgoing Double Degree, Agreements with institutions)**
- **Ms. Reirei SEI (Incoming Double Degree, IGP, Scholarship, Admissions)**
- **Ms. Keiko TAKEUCHI (Outgoing Double Degree, Scholarship, Housing)**
- **Ms. Yuka MIYAJIMA (Short-term international students, Japanese course)**
- **Mx. Kentaro TOMA (Research students, Outgoing short-term program)**
- **Ms. Shouko KOGANEZAWA (Scholarship, Housing, Admissions)**
- **Ms. Ichikawa Junko (Outgoing Double Degree)**



# Office of Student Services (International)

---

## Key Roles and Responsibilities

- Scholarships for international students and Japanese students studying abroad
- Student exchange programs and short-term study abroad programs
- Assistance in finding accommodation and visa applications
- Partnership agreements with academic institutions overseas

- Webpage:

<https://www.st.keio.ac.jp/en/students/ic/>



# **International Students 2026**

---

**Now, please introduce yourselves!**

**Your Name, Home Country,  
and Short Greeting /  
Introduction of yourself!**





# Status of Residence





## What is Status of Residence?

---

→ p.7-8

- All foreign nationals entering and staying in Japan are assigned a status of residence at the port of entry.
- Your Status of Residence (visa status) is “Student.”



## What is Status of Residence?

---

Your Status of Residence (visa status) is “Student.”

- If your visa status is not “Student,” you may not be eligible for some of the privileges, services, or scholarships available for international students.
- Students who hold the “Student” status are not allowed to work unless they obtain permission from the Immigration Bureau to engage in other activities, such as taking part-time jobs.  
→ p.21. 22
- If you take a leave of absence or withdraw from Keio University, you will not be able to continue staying in Japan under the Status of Residence of “Student,” even if there is time remaining on your student visa.  
→ p.24-26



# Residence Card

→ p.7-8

A Residence Card will be issued at the airport to mid to long term residents who have landing permission in Japan.

日本国政府 在留カード 番号 AB12345678CD  
 GOVERNMENT OF JAPAN RESIDENCE CARD No.

氏名 TURNER ELIZABETH  
 NAME

生年月日 1985年12月31日 性別 女 F. 国籍・地域 米国  
 DATE OF BIRTH Y M D SEX NATIONALITY/REGION

住居地 東京都千代田区霞が関1丁目1番1号霞が関ハイツ202号  
 ADDRESS

在留資格 留学  
 STATUS College Student

就労制限の有無 就労不可

在留期間(満了日) 4年3月(2018年10月20日)  
 PERIOD OF STAY (DATE OF EXPIRATION) Y M D Y M D

許可の種類 在留期間更新許可(東京入国管理局長) MOJ  
 許可年月日 2014年06月10日 交付年月日 2014年06月10日

このカードは 2018年10月20日まで有効 です。 法務大臣 法務大臣 官印

見本・SAMPLE

住居地記載欄

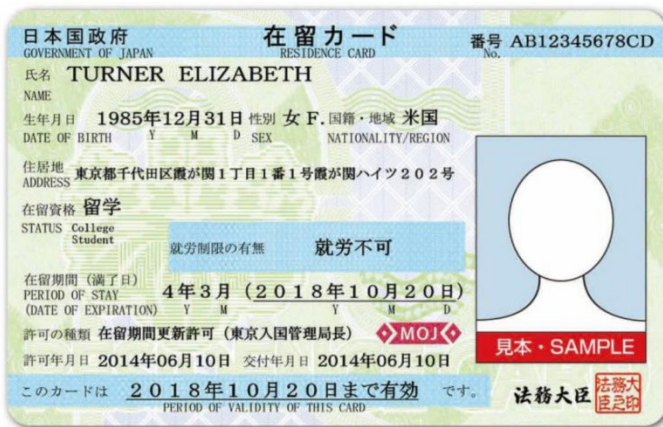
届出年月日	住居地	記載者印
2014年12月1日	東京都港区港南5丁目5番30号	東京都港区長
資格外活動許可欄	在留期間更新等許可申請欄	
許可: 原則週 28 時間以内・風俗営業等の従事を除く	在留資格変更許可申請中	



# Residence Card

→ p.7-8

- Always Carry your Residence Card and present it when requested by police officers or government officials.
- Notify your City/Ward Office any changes in your information within 14 days (change address, status of residence, visa extension).
- Inform the Office of Student Service of any Residence Card updates.



住居地記載欄		
届出年月日	住居地	記載者印
2014年12月1日	東京都港区港南5丁目5番30号	東京都港区長
資格外活動許可欄	在留期間更新等許可申請欄	
許可: 原則週 28 時間以内・風俗営業等の従事を除く	在留資格変更許可申請中	



# Change of Status and Extension of Stay

---

→ p.11–14

- Apply for an Extension of Stay at the Immigration Bureau before the expiry date on your Residence Card—staying beyond this date is not permitted.
- Request the application document from the Office of Student Services (International) at Keio University. One of the required documents must be completed and certified by the university.
- Submit a copy of your Residence card to the Office of Student Services after your period of stay is extended.





## Part-time Work

---

→ p.21–24

- If you wish to engage in activities aside from your studies, such as part-time jobs, you must obtain permit from the Immigration Bureau **beforehand**.
- With permission, students are allowed to work up to 28 hours a week (up to 8 hours a day, 40 hours a week, during summer, winter, and spring breaks)—as long as the work is not deemed to be socially immoral.



## Special Re-entry Permit

---

→ p.17–20

- When leaving Japan temporarily, make sure to take a valid passport and Residence Card.  
As a general rule, you will not be required to apply for a re-entry permit when re-entering Japan within 1 year of departure.
- If your permitted period of stay is due to expire within 1 year of your departure, please ensure that you re-enter Japan before the expiration of your period of stay.



# Special Re-entry Permit

→ p.17-20

- This is a sample of the Embarkation Card for Reentrant. Be sure to check the specified box on the Embarkation Card.

外国人用 (再入国)	再入国入国記録 DISEMBARKATION CARD FOR REENTRANT ② 【 ARRIVAL 】	再入国出国記録 EMBARKATION CARD FOR REENTRANT ① 【 DEPARTURE 】
顔写真を貼付してください。黒色又は青色のペンで記入してください。 カード②は再入国申請に提出するものです。 顔写真は再入国申請に提出するものではありません。 Please type or print clearly. Write by using black or blue pen. (Card 2 is to be submitted to the Immigration Inspector. Card 1 is to be submitted to the Immigration Inspector.)	氏名 Family Name Name Given Names 生年月日 Day/Month/Year Date of Birth 航空機便名・船名 Air Flight No./Vessel 以下の質問について、該当するものに☑を記入し、署名して下さい(特別永住者の方は署名のみ)。Please check the applicable items and put your signature. (For special permanent resident, please put your signature only.) 1 あなたは、日本国又は日本国以外の国において、刑事事件で有罪判決を受けたことがありますか？ Have you ever been found guilty in a criminal case in Japan or another country? <input type="checkbox"/> はい Yes <input type="checkbox"/> いいえ No 2 あなたは、現在、麻薬、大麻、あへん若しくは覚せい剤等の規制薬物又は銃砲、刀剣類若しくは火薬類を所持していますか？ Do you presently have in your possession narcotics, marijuana, opiates, stimulants, or other controlled substance, swords, explosives or other such items? <input type="checkbox"/> はい Yes <input type="checkbox"/> いいえ No 以上の記載内容は事実と相違ありません。 I hereby declare that the statement given above is true and accurate. 署名 Signature	氏名 Family Name Name Given Names 生年月日 Day/Month/Year Date of Birth 航空機便名・船名 Flight No./Vessel 主な渡航先国名 Destination 出国予定期間 Intended period out of Japan <input type="checkbox"/> 1年以内 Within one year <input type="checkbox"/> 1年超2年以内 Over one year but within two years <input type="checkbox"/> 2年超 Over two years 次のいずれかに☑を記入してください。Please check either one of the boxes below. <input checked="" type="checkbox"/> 1. 一時的な出国であり、再入国する予定です。 I am leaving Japan temporarily and will return. <input type="checkbox"/> 2. 「再入国許可」の有効期間内に再入国の予定はありません。 I do not plan to re-enter Japan while my re-entry permit is valid. (地方入国管理官署で「再入国許可」を受け付け、その有効期間内に再入国予定のない方は、☑して下さい。) (Check the box if you do not plan to re-enter Japan while your re-entry permit, which you have obtained at a regional immigration bureau, is valid.) 署名 Signature



1. 一時的な出国であり、再入国する予定です。

I am leaving Japan temporarily and will return.

2. 「再入国許可」の有効期間内に再入国の予定はありません。

I do not plan to re-enter Japan while my re-entry permit is valid.



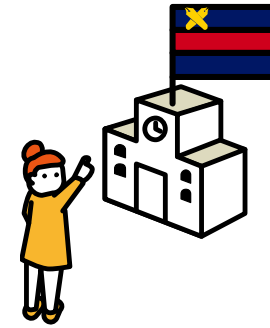
## Special Re-entry Permit

---

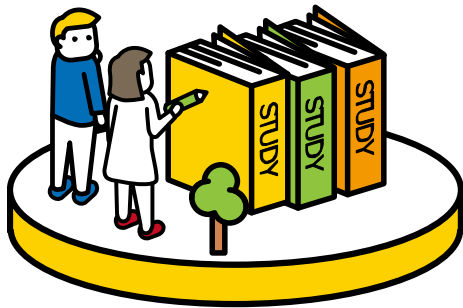
→ p.17–20

When you leave Japan...

- Be sure to check the specified box of the Embarkation Card for re-entry and present your Residence Card at departure.
- You cannot use this system if you forget your Residence Card when leaving Japan. You will then automatically lose your visa status and need to re-apply for your student visa. Make sure to take your “Residence card” with you.



# Student Life on Campus





# Timetable (Yagami, Hiyoshi, Mita)

→p. 43–44

1 <sup>st</sup> period	1時間目	9:00–10:30
2 <sup>nd</sup> period	2時間目	10:45–12:15
3 <sup>rd</sup> period	3時間目	13:00–14:30
4 <sup>th</sup> period	4時間目	14:45–16:15
5 <sup>th</sup> period	5時間目	16:30–18:00
6 <sup>th</sup> period	6時間目	18:10–19:40



# Office of Student Services

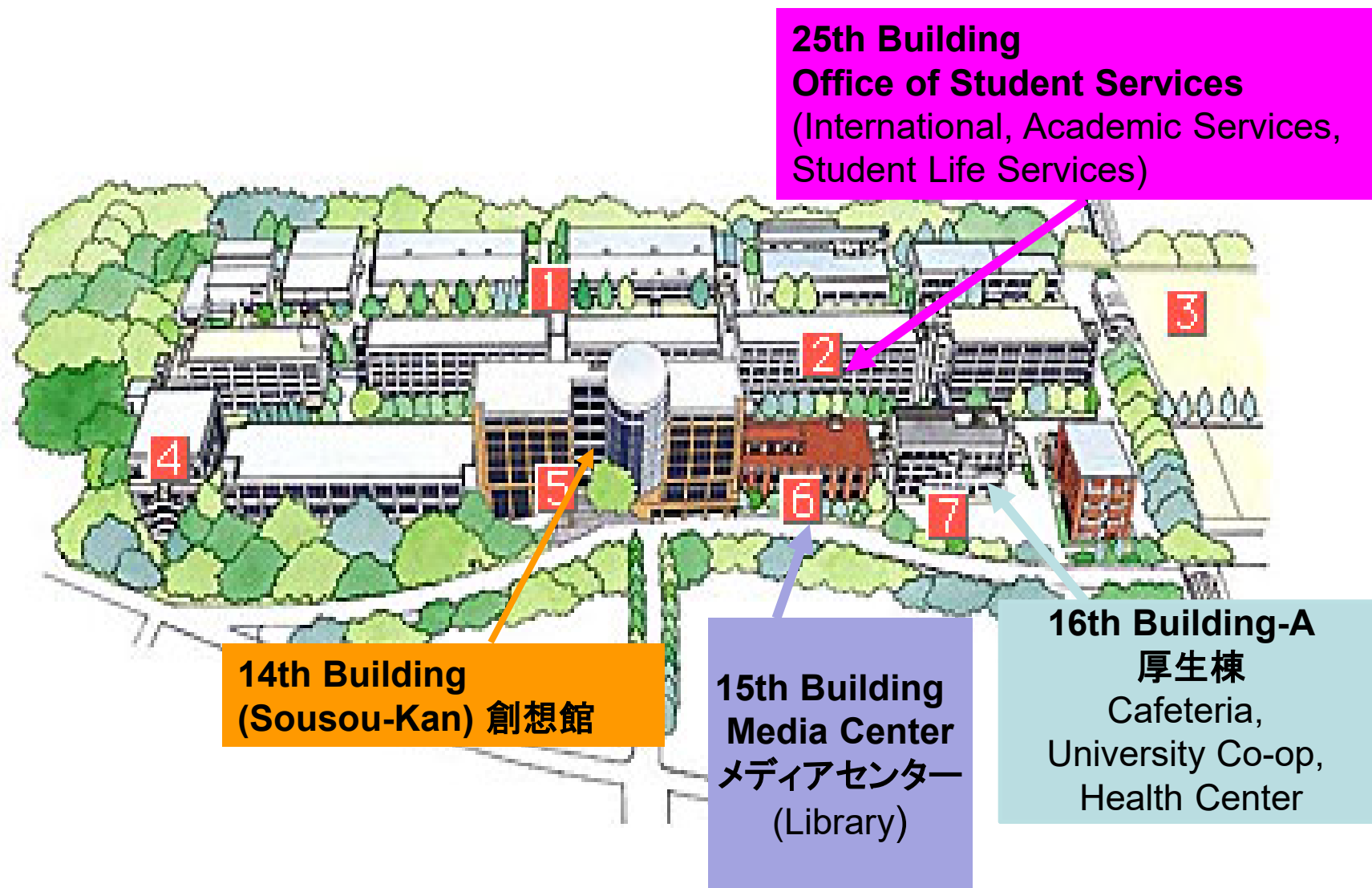
---

- **International Affairs (*Kokusai-tantou* 国際担当)**
- **Academic Affairs (*Gakuji-tantou* 学事担当)**
- **Student Life, Scholarships, Career Services (*Gakusei Seikatsu-tantou* 学生生活担当)**
- **General Affairs and Inquiries**





# Yagami Campus Map



**25th Building**  
**Office of Student Services**  
(International, Academic Services,  
Student Life Services)

**14th Building**  
**(Sousou-Kan) 創想館**

**15th Building**  
**Media Center**  
**メディアセンター**  
(Library)

**16th Building-A**  
**厚生棟**  
Cafeteria,  
University Co-op,  
Health Center



# Office of Student Services Bulletin Board

---

- Important **announcements** including scholarship information, event information, etc., are posted on the Bulletin Board.
- Located in the corridors, in front of the Office of Student Services.



# Scholarship Application

---

- International Students can apply for scholarships **through Keio University.**
- **Scholarship information** will be announced on the [International Center's HP](#) and the application form is available from the site. You can also check the information on the bulletin board in Yagami Campus.
- Please be sure to read "[Scholarship Information Guidebook for International Students](#)" carefully before you apply scholarships.



# Scholarship Application

---

- **Scholarship Application Registration:**  
**“Scholarship Application Registration”** must be completed every semester. Please visit the International Center’s HP for details.

<https://www.ic.keio.ac.jp/en/life/scholarship/application.html>

- **Scholarship Application Registration Period for 2026 Spring Semester:**

**New students: April 1 (Wed.) - 11:00 AM on April 8 (Wed.), 2026.**



# Scholarship Application

---

## Popular scholarships for international students

- **Monbukagakusho Honors Scholarship offered by JASSO**

**Monthly Amount: 48,000 yen from April 2026 to March 2027**

- **Keio Graduate School Scholarship 500,000 yen annually**

**<https://www.ic.keio.ac.jp/en/life/scholarship/available.html>**



# University Library (Media Center)

---

→ p.51–52

- **Located on each campus**
  - Located on the 1st floor of the 15th building
  - Present your Student ID Card at the entrance of the library.
  - Opening hour of Yagami Media Center
    - Weekdays: 8:45 a.m.–9:30 p.m. (During Semester)
    - Saturdays: 8:45 a.m.–8:00 p.m.
    - Sundays (and specific days): closed
- Please check the Library Calendar  
<https://www.lib.keio.ac.jp/en/scitech/calendar/>



# Keio Information Technology Center (KIC)

---

→ p.53–54

Keio Information Technology Centers (KIC) provide computing and communications infrastructure, services, and support for Keio University's educational and research programs, located on each campus.

- University Computer Center on each campus.
- Located in the basement of the 14th building West
- E-mail account registration at KIC's Reception Counter
- Printing Service
- Access to Electronic Journals

For more information, visit the KIC website

<https://www.st.itc.keio.ac.jp/>



## **Web Services at Keio “keio.jp”**

---

→ p.51-52

Keio Single Sign-On System (keio.jp) authenticates you to use online services operated by Keio University safely and conveniently. keio.jp is the general name for Keio Single Sign-On System.

- **Academic Affairs Web System: Information on class cancellations and makeup classes**
- **Education Support System**
- **Class Support**
- **Message / News**

**To login to keio.jp, you first need to obtain your KEIO ID, by entering “Activation Key” on the system.**



## Student ID Card

---

→ p.65–66

You will need the student ID card when you:

- Take semester-end examinations
- Enter the university libraries
- Request certificates to be issued
- Purchase a student commuter pass
- Purchase the Student Travel Fare Discount ticket with Certificates (Gakuwari)



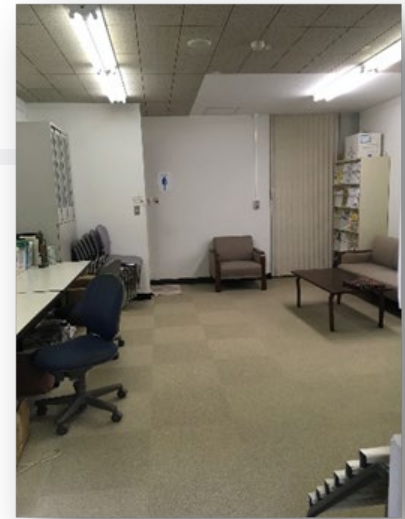
## Silence Room

---

Room 12-201 (12<sup>th</sup> Building, 2nd Floor)

The room is intended for meditation and prayer.

Students are required to complete the registration process at the Office of Student Services, International Affairs, on the 1st floor of the 25th Building before use.





# Training Room

---

→ p.58

- Kyoseikan Training Room in Hiyoshi Campus
- Training Room in Student Union Building Hiyoshi Campus
- GO GB GYM in Hiyoshi Commemorative Hall





# Japanese Language Class

---

➤ **If you wish to take the Japanese Language Class, you need to do the course registration.**

➤ Classes on Wednesdays in Yagami Campus

➤ Elementary, Higher Elementary, Intermediate, and Higher Intermediate

➤ Credits earned do not count toward your degree requirement

➤ JAPANESE 1(C) and 1(D) are consecutive courses. You need to take both courses.

[https://www.st.keio.ac.jp/en/docs/%28Final%29%202025S\\_Japanese\\_Yagami\\_Timetable\\_ENGOnly\\_2.pdf](https://www.st.keio.ac.jp/en/docs/%28Final%29%202025S_Japanese_Yagami_Timetable_ENGOnly_2.pdf)

➤ **For students who wish to know their Japanese level to select courses, please take the self-assessment test.**

<https://forms.gle/n2TNx7CX5ijhkhY26>



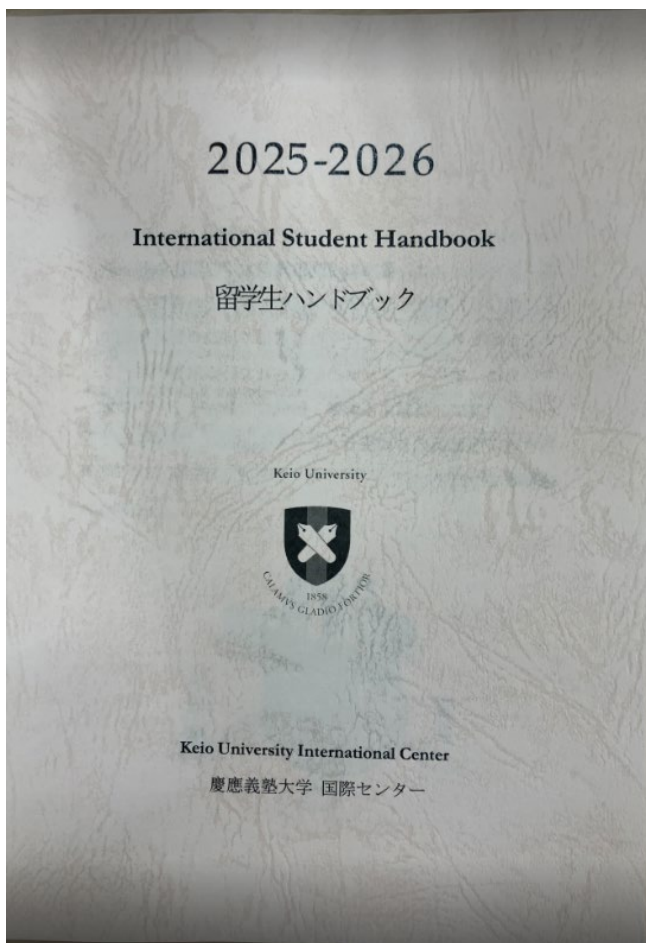
# Living in Japan





# International Student Handbook

---



- Useful information for you.
- Consult this handbook whenever you have a question.
- PDF version is also available online.



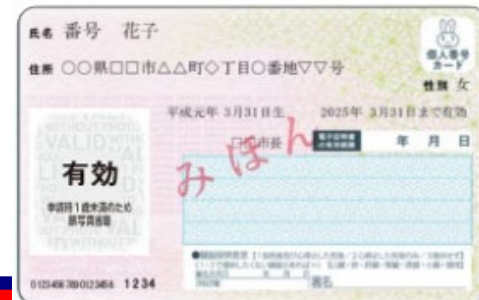
# Social Security and Tax Number System (MSy Number System)

→ p.89–90

**From October 2015, the Japanese government started issuing unique Individual Numbers under the new Social Security and Tax Number System (the My Number system). From December 2024, My Number Card need to be used as the Health Insurance Certificate.**

**After you receive it:**

- Keep the notification in a safe place.
- Do not tell or show the card number to others; although when required, you must provide your number to your employer or municipal offices.





# Transportation

---

→ p.69–70

- A well-developed public transportation system eliminates the need for private cars in the city.
- JR (Japan Railways), subways, private railways, and buses.
- **Student discounts** for student commuter pass



# Student Commuter Pass

→ p.71-72

- International students can purchase a student commuter pass (*TSUGAKU TEIKI* 通学定期)  
You can obtain a “Student Commuter Certificate” from certificate issuing machines in the 14th building.
- Apply online:  
<https://www.students.keio.ac.jp/en/com/procedure/certificate/issue.html>
- ◆ IC commuter passes (Suica/PASMO):  
Even if you use multiple railway lines (JR, Tokyo Metro, or other railway companies) to commute to the university, one IC card (Suica or PASMO) is sufficient to cover all transfers involved in your commute.





# Gakuwari

## Student Travel Fare Discount Certificate

→ p.73–74

- If you travel a long distance via JR railways (more than 101 km one way), you can get a 20% discount by showing your Student Travel Fare Discount Certificate (*Gakuwari* 学割) and Student ID when purchasing railway tickets.
- You can obtain the Student Travel Fare Discount Certificate (*Gakuwari* 学割) from certificate issuing machines in the 14<sup>th</sup> building.
- Apply online:  
<https://www.students.keio.ac.jp/en/com/procedure/certificate/issue.html>



# Opening a Bank Account

---

→ p.89–92

Regular Business Hours: Weekdays 9:00–15:00

ATM operating times may vary depending on location.

- ATM at convenience stores are usually open for 24 hours, but additional fees may be charged.
- To apply for JASSO scholarship, open a bank account at Japan Post Bank.
- To open an account at Japan Post Bank, fill out the application form beforehand.





# Housing Guarantor System

---

→p.35–38

- If you would like to rent an apartment:
  - You should find a guarantor.
  - When you cannot find a guarantor, Keio University can be a guarantor for the lease for the duration of your study at Keio University.
  - Visit the Office of Student Services (International) for more information.

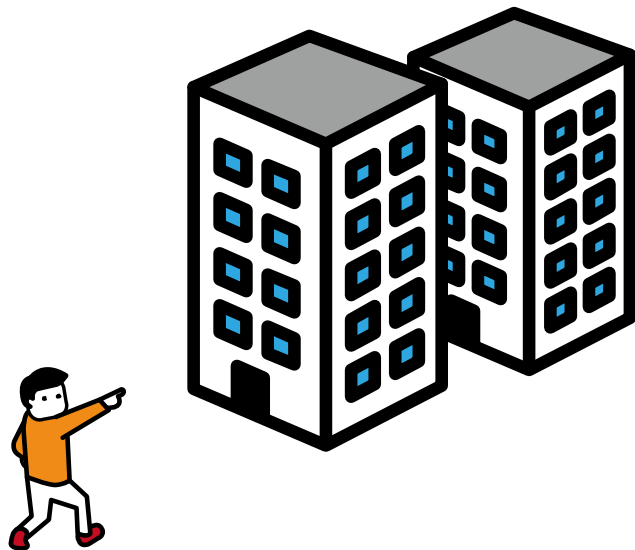


# Things to Do When Moving

→p.39–40

- When moving, make sure to do:
  - Settle all outstanding bills at your previous accommodation such as rent, gas, electricity, water, etc.
  - Notify the post office near you by filling out the relocation form (*Tenkyo-todoke* 転居届). Postal items sent to the former address are redirected to the new address free of charge for one year.
  - Notify the City/Ward Office in the area of your previous and new addresses within 14 days of moving out and moving in.
  - Notify the Keio's Office of Student Services at Yagami Campus of your new address.

# Medical Care System





## National Health Insurance (NHI; Kokuho 国保)

---

→ p.101–100

- Full-time international students who will be studying in Japan for more than **3 months** must join the **NHI** unless otherwise covered by the insurance plan of a family member who lives in Japan. Overseas medical insurance is not accepted.
- Please apply for NHI at City/Ward Office.

<https://www.city.yokohama.lg.jp.e.sj.hp.transer.com/kurashi/koseki-zei-hoken/kokuho/>

- Annual premiums: vary according to the districts.

Premiums: approx. ¥1,500/month for international students without income in the previous year in Japan



# National Health Insurance (NHI)

→ p.101–102

At hospitals/medical institutions:

You pay 30% of the bill at medical institutions, and the NHI covers the remaining 70%. (Normal childbirth, general health check-ups, and plastic/cosmetic surgery are not covered.)

Total amount for medical care (covered under the National Health Insurance Law) 100 % (¥10,000)	
Amount covered by the NHI 70 % (¥7,000)	Individual payment using the NHI 30 % (¥3,000)



# Student Health Care Mutual Aid Association (Gakuseikenpo) Medical Care Benefit System

→ p.103–104

- International students at Keio University are members of the Association (Gakusei-Kenpo).
- As a member of this, you can receive **reimbursement** of your medical costs when the cost exceeds 1,010 yen.
- Note that 1,000 yen will be withheld from each reimbursement as co-payment.
- Apply at the Office of Student Services (Gakuseiseikatsu 学生生活).



## Personal Accident Insurance for Students Pursuing Education and Research

---

→ p.105–106

- You automatically join this insurance whose premium is paid by Keio University. (Gakkensai 学研災/Gakkenbai 学研賠)
- Periods during which the insured is attending lectures, laboratory work, etc.
- Illness is not covered by this insurance.





# Health Center

---

- Basic medical and referral services available at the Keio Health Centers.
  - Yagami Campus (3F, 16th Building-A)
  - Hiyoshi Campus
- Medical fee is required.
- English speaking doctors available off campus.





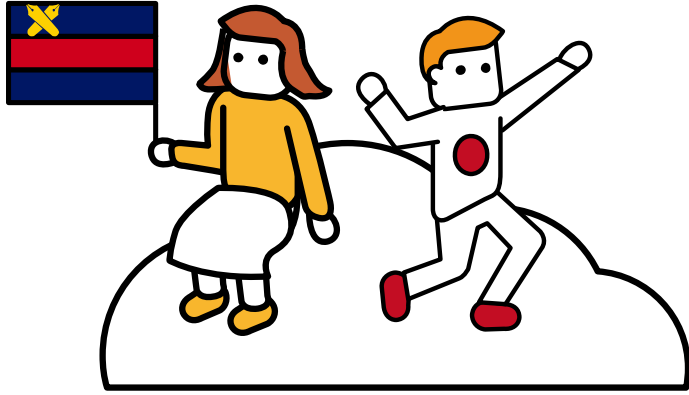
# Student Counseling Room

---

- Room 101, 1F 26th Building.
  - Consult with a counselor on various issues
  - English consulting is available (Mondays at Yagami Campus)
  - Every consultation is kept confidential

## The Counseling Room provides advice regarding:

- Academic studies
- Extracurricular activities
- Life planning and career guidance
- Interpersonal relationships
- Queries regarding personality/behavioral concerns
- Physical and mental health issues
- Other issues that arise as part of student life



# Life in Japan Emergencies and More





# Ambulance, Fire Department, Police

---

→p.95–96

## Number to call in case of emergency

- Fire/Ambulance: Call **119**
- Police: Call **110**

There is no charge for calling 110 and 119 from public phones and mobile-phones.

Inform the operator what happened (fire or emergency, etc.) and where it happened.



# Earthquakes

→p.97–98

Earthquakes (*jishin*) occurs on a regular basis in Japan and you should prepare accordingly.

Try not to panic and protect yourself when it happens.

- Preparation for an emergency
  - Do not store items on top of tall cabinets.
  - Secure furniture that could topple over with safety devices (available in home improvement stores. You must ask the owner of your apartment, as installations may involve alterations.).
  - Make sure to know the public evacuation areas and shelters (usually parks or schoolyards).
- Read carefully and always carry “Emergency Pocketbook”



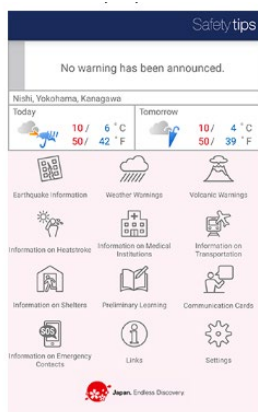


# “Safety tips” Mobile App

The Safety tips notifies disaster information in Japan.

This is a free app developed under the supervision of the Japan Tourism Agency.

<https://www.rcsc.co.jp/safety-tips-en>



Operating systems  
iOS 9.0 or later  
Android 5.0 or later  
Download links





**KOBAN 交番**

**(small neighborhood police station)**



**There are over 220 Kobans in  
Yokohama city alone**

**Look for the KOBAN 交番 sign  
whenever you need police help with:**

- **Directions if you are lost**
- **Reporting a loss or theft of items**
- **Reporting an accident**
- **Other helps in emergencies**





# Liquor Laws and Rules in Japan

---

- The legal drinking age in Japan is **20**.
- Keio University strictly prohibits reckless alcohol consumption. Never chug alcohol. Pressuring or forcing anyone to drink alcohol is prohibited. If it causes harm, it may result in criminal charges. Alcohol abuse must be avoided under any circumstances.



## Drug Laws in Japan

---

Possession of any illegal drugs, include some “soft drugs” (Cannabis, LSD, MDMA, magic mushrooms, and many synthetic drugs) and hard drugs and other controlled substances is strictly prohibited in Japan. Penalties for possession, use, or sale, distribution of any illegal drugs in Japan are very strict, and convicted offenders face long jail sentences and fines.





# Traffic Safety in Japan

---

- Please read “Traffic Safety Guidelines (for Pedestrians and Cyclists)” on “Important Information website” thoroughly and understand Japanese traffic rules.
  
- Registration is required:
  - ① Owner registration “Bouhan touroku” (anti-crime registration):

You will be assigned a number at the shop where you purchased your bicycle. Every bicycle must be registered to the police it is meant to help recover stolen bicycles.
  - ◆ Necessary items for the “Bouhan touroku” procedure
    - Residence card
    - Registration fee ¥ 700





# Traffic Safety in Japan

---

- ② Bicycle parking registration: Register at the Student Affairs Office  
You are required to obtain a parking permission sticker and put it on your bicycle if you want to park your bicycle on campus.  
You must park your bicycle **ONLY** at the location where you have registered it (do not leave your bicycle unattended, even for a short time, anywhere other than the designated bicycle parking areas on the Yagami Campus).





# Traffic Safety in Japan

- If the owner changes, the registration must be updated

«Owner» Fill out the "譲渡人" (Transferee) section of the "Transfer of ownership certificate" and go to bicycle shop to have your bicycle's security registration cancelled. Bring your ID card (Passport or Residence card) and "Security Registration Card (Owner's Copy)", in Japanese "防犯登録カード(所有者控え)".

Hand the completed "Transfer of ownership certificate" and "Security Registration Cancellation Certificate" to the person to whom the bicycle is transferred.



«The one who is given» After the owner has been processed, fill in the "Transferee (new owner)" section, in Japanese "譲受人(新しい所有者)" of its "Transfer of ownership certificate". Bring the bicycle, ID card (Passport or Residence card), new registration fee, and a completed "Bicycle Transfer Certificate" to a bicycle shop. In addition, you will also receive the "Security Registration Cancellation Certificate" from the owner and submit it as well.



# WELCOME TO JAPAN!



We hope you will have a great time in Japan!





# Announcement

---

**Venue: HERE**

**Media Center Guidance (2026 Spring)**

•11:15am -11:45am

**Guidance for Student Counselling Room (2026 Spring)**

•11:45am -12:00pm

**Academic Guidance (ONLY for IGP, DD students)**

•13:30pm -14:00pm

**Mini Welcome Party @YIL**

•13:30pm -14:00pm



# Things to Submit Today

---

- **Copy of Residence Card (Front & Back)**

**\*Please write down your Student ID Number on the top-right-hand side of the copy and your mobile phone number if you have one.**

- **Pledge for Security Export Controls**

- **IGP Students Only(if you have not graduated when you applied for admissions)**

1. An original Certificate of Graduation
2. A final academic transcript
3. Online Verification Report of Higher Education Qualification Certificate(教育部學歷證書電子注冊備案表) only for students who have graduated from mainland China