

Counter Services during Year-End & New Year Holidays

Please note that the Administration Building counter service hours will be changed during the Year-end & New Year holidays as follows.

Date	Schedules	Counter Services	Notes
2015 Dec. 22 (Tue)	Classes end Regular Exams	As usual 9:00 a.m. ~ 4:50 p.m.	
Dec. 23 (Wed)	Supplementary Classes, Regular Exams	9:00 a.m. ~ 12:30 p.m. 1:30 p.m. ~ 4:50 p.m. (Note: no service at Graduate School Section [counter no. 5])	<u>Unavailable for same day services at counter no. 8.</u> • <u>Borrowing sports equipments</u> • <u>Services regarding Athletic Association</u> • <u>Services regarding Personal Accident Insurance for Students Pursuing Education and Research</u>
Dec. 24 (Thu)	Regular Exams	As usual 9:00 a.m. ~ 4:50 p.m.	
Dec. 25 (Fri)	Regular Exams	As usual 9:00 a.m. ~ 4:50 p.m.	
Dec. 26 (Sat)& Dec. 27(Sun)		<u>Closed</u>	<u>The Administration Building will be closed.</u>
Dec. 28 (Mon)		<u>Closed</u>	
Dec. 29 (Tue) ?			<u>The Administration Building will be closed.</u>
2016 Jan. 3 (Sun)		<u>Closed</u>	
Jan. 4 (Mon)		<u>Closed</u>	
Jan. 5 (Tue)		As usual 9:00 a.m. ~ 4:50 p.m.	

※ Automatic certificate issuing machines will be available from 8:30 a.m. to 6:30 p.m. except for Dec. 26, Dec. 27, and the Year-end & New Year holidays from Dec. 29, 2015 to Jan. 3, 2016, when the Administration Building will be closed.

Dec. 8, 2015
Academic Affairs Division &
Student Support Division
(1F, Administration Building)