**冬季休暇時期にかかる窓口閉室について**

**平成２７年１２月　１日 教育推進・学生支援部国際教育交流課**

**文部科学省奨学金**

**文部科学省外国人留学生学習奨励費　　受給者のみなさんへ**

**日韓共同理工系学部留学生奨学金**

京都大学では節電のため、**12月29日（火）～1月3日（日）**の6日間、署名を受付けている事務室を閉室することとなりました。このため、**この6日間は終日、在籍確認簿への署名ができません**のでご注意ください。

また、国際教育交流課は**2月8日（月）～3月31日（木）**の間、昼休み（12：00～13：00）に窓口を閉めます。**当該期間の昼休み中は、在籍確認簿への署名ができません**のでご注意ください。

国際学教育流課以外で署名を行っている奨学生は、それぞれの署名地で予定を確認してください。

December 1st, 2015

**【Important Notice from the International Education and Student Mobility Division】**

To Japanese Government (Monbukagakusho:MEXT) Scholarship Students,

 Honors Scholarship Students, and Japan-Korea Joint Government Scholarship Program students

**Opening hours over the winter period**

**(from Dec. through Mar.)**

 As part of the university’s efforts towards energy saving, the administrative offices where scholarship recipients sign the ledger each month will be closed **from December 29th (Tue.) 2015 to January 3 rd (Sun.)　2016.** Please be aware that **signing the ledger will NOT be accepted on the dates mentioned above**.

 The **International Student Mobility Division office will also be closed at lunch times (12:00 – 13:00) during February 8th (Mon.) – March 31st (Thu.), 2016.** Scholarship recipients who sign up at the International Education and Student Mobility Division will not be able to sign the ledger at lunch time during the designated period.

 For those who sign up at the office other than the International Student Mobility Division, please contact the relevant office to confirm the opening hours over the winter period.

 Thank you for your understanding.

International Education and Student Mobility Division,

Kyoto University