

Spring 2024

New Student Orientation Student Life Guidance

※ The information is as of March 2024. As it is subject to change,
please be sure to check each website for details. ※

Office of Student Affairs



RITSUMEIKAN
UNIVERSITY

Part 1:

For your successful student life

Commitment
&
Challenges

I. Extracurricular Activities

II. How to find Clubs & Circles matching your interests

III. Various Services and Facilities of Ritsumeikan University (RU)

I. Extracurricular Activities

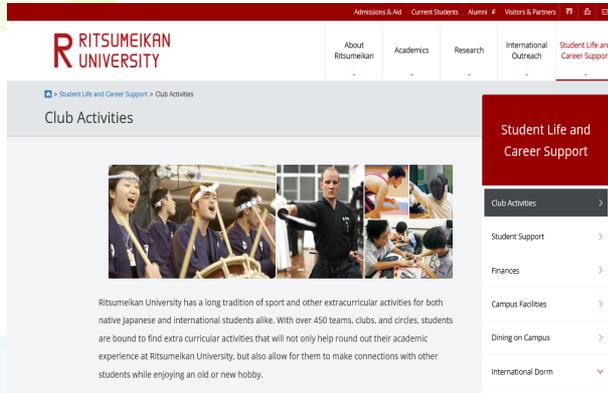


I. Extracurricular Activities



You are sure to find a variety of extracurricular activities (study abroad, peer support groups, clubs, etc.) that match your interests, lifestyle, and the skills you wish to acquire!

II. Information for Extracurricular Activities



■ Ritsumeikan Uni. website 「Club Activities」



■ Student Council's 「Circle Collection」 (Clubs Handbook)



■ Introduction page of Peer support groups



A Method Through Which Students Grow as Individuals While Supporting Each Other

The term "peer" refers to colleagues and students from the same year level. Ritsumeikan University has its own "peer support" system in which students support and help each other in their studies and student life. The following are typical examples of the types of "peer supporters" who carry out peer support activities.

If you are interested, check it out by:

- ① Contacting via SNS
- ② Going to where the activity is held.

Ⅲ. Various Services and Facilities of Ritsumeikan University (RU)

For details, see the following URL.

■ Inter-Campus Transportation:

RU operates a shuttle bus service connecting our three campuses to support student activities. A shuttle bus also stops at JR and private railway stations on weekdays after 6:00 p.m. on its schedule, making it convenient for students to use when returning home.

You can ride for **150 yen!!**



<https://www.ritsumeikan.ac.jp/infostudents/shuttlebus/>

■ Training Room

- Machines and equipment are available for use by students from all campuses
- On-site trainers are here to help
- Good for athletes and dieters!
- Those who wish to use the training room must first participate in a training seminar, after which a gym card will be issued.



■ BKC Sports and Health Commons

- A new sports facility for student health
- Complete with swimming pool, gymnasium, aerobic training rooms and more
- Classes and events held



<https://www.ritsumeikan.ac.jp/lifecareer/activity/facility/bkc-shc/>

Part 2:

For a Safe and Secure Student Life

Safety
&
Security

- I. Lowering the Age of Adulthood to 18
- II. Various crimes and malicious targeting of college students <dangerous solicitation, marketing scams, etc.>
- III. Trouble caused by SNS, smartphones, etc.
- IV. Dangers surrounding college students
<commuting, daily-life, part-time jobs, alcohol>
- V. Ritsumeikan University Rules
- VI. Support Services

I. Lowering the Age of Adulthood to 18

~ From April 1, 2022 ~

Drinking, smoking and gambling such as betting on horse and bicycle races, **are not allowed for those under 20 years of age**, even though the age of adulthood is now 18.

● Drinking alcohol under the age of 20, chugging alcoholic beverages, forcing someone to drink or drink driving are all **"criminal acts"**.
Beware of Alcohol Harassment!

● Drinking large amounts of alcohol (or making others drink) can also put a person at risk of death from acute alcohol poisoning. ※If you feel you are in danger, do not hesitate to **call an ambulance (119)**.

● **Never drink and drive!** Not just yourself, but any action that leads to others drink driving is prohibited! (you may face **criminal charges!**) This applies to not just motor vehicles and motorbikes but **also bicycles!**



II. Various Crimes and Malicious Targeting of College Students

<Beware of recruitment by dangerous cult groups>

■ Dangerous solicitation by cult groups, etc.

<Characteristics of cult groups>

1. They **limit individual thought and action.**
(Control and restrict your daily life)
2. They mandate participation in and propagation of solicitation and sales of goods
3. They make you participate in **antisocial activities such as vandalism and violence**



<Cult groups are targeting students>

Cult groups cleverly hide the purpose of their real activities and the group's name to recruit you. ► Some cases of kind senior/classmate disguise, getting information from SNS #s, etc.

<What you should do when you encounter them>

1. **Say "No" clearly**, avoiding ambiguous attitudes or words
2. **Do not disclose your personal information**
3. **Consult with your guardian and/or staff of the student affairs office immediately**

II. Various Crimes and Malicious Targeting of College Students

<Dangerous solicitation>



■ Prevention of illicit drug abuse

Recommendations such as “helps recover fatigue,” “helps clear your mind,” “helps you lose weight” for illegal drugs

are all wrong!

Getting involved in illegal drugs is not only a crime, but can cause serious harm to your body and mind for the rest of your life.

Possession of illegal drugs will end up burdening you with severe social sanctions and ruin your life. Stay away from illegal and dangerous drugs no matter what!

Drugs destroy life, physically and mentally!

Drugs destroy students' lives, families, relationships, and society!

After a brief high, nothing awaits you but severe punishment!

The use, possession, sale, and distribution of illegal drugs are all criminal acts under Japanese law and are severely punished.

Overseas smuggling and online import is also illegal. It does not matter if the drug is permitted in another country. When in Japan, you must follow Japanese laws.

Ⅲ. Trouble caused by SNS

■ Do you know the danger hidden in SNS?

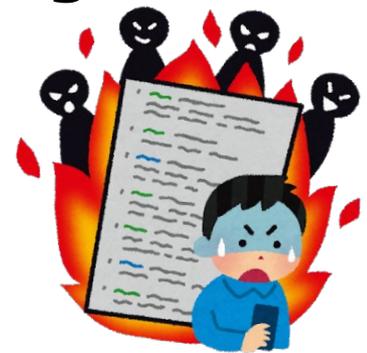
SNS (Social Networking Services) such as Facebook, Twitter, LINE, Instagram are very useful and convenient tools.

However, if you think that it is okay to write anything because it is “anonymous” or “only open to limited friends,” **YOU ARE WRONG!!!**

Stop and think for a moment before posting something over SNS.

Poor judgement and carelessness may lead to irreparable harm to you, your friends, and family.

Be aware of the dangers and use SNS with caution.



IV. Dangers surrounding college students

<Commuting>

■ Obey traffic safety rules and laws

Bicycle commuters must complete anti-theft registration and get liability insurance

Attend the “Bike Riding Safety Lecture” (required).

Commuting by motorcycle is not recommended, and commuting by car is prohibited.

In some cases, they have violated the law (fines), had accidents that forced them to quit the university, and changed their lives.



■ In case you have a traffic accident :

Call **110** to report the accident. If injured, call **119** for an ambulance. Contact your insurance company.

Consult with either the International Center, your Administrative Office, or the Office of Student Affairs.



■ Your neighborhood and the commute to campus may not be safe!

Incidents such as sexual harassment, stalking, molesting are on the rise.

If you are harmed, please do not hesitate to get help!

Office of Student Affairs • Student Support Room • Medical Service Center

IV. Dangers surrounding college students

<Daily Life>

Common Stolen Items:
Wallet, PC, iPod, Smartphone,
Keys, Bicycle, Shoes

Theft and robbery are common!! The campus is not safe, especially the library, multi-media room, and bike parking areas, which anyone can access. Protect your valuables.

- Keep your valuables with you
- Do not leave baggage on your seat, even for a moment
- When you use a gym locker, lock it properly
- Bicycles and motorcycles should be double locked



■ Sexual assault can be committed by a stranger, an acquaintance, a friend, a date... by anyone.

- Go places in groups, and avoid walking alone on and off campus, especially at night.
- Be sure to limit your alcohol intake and watch your drinks at all times.**

If you are harmed, please do not hesitate to get help!

IV. Dangers surrounding college students <Part-time jobs>

(Only for students who have a work permit)

■ Common troubles at part-time jobs

“I thought I found a good job from an ad in a well-know magazine (or website), but the work and wages were very different from what was advertised.” “The employer won’t let me quit,” etc....

Important points to check before signing a contract:

- ① Length of the contract period
- ② The rules of the contract renewal
- ③ Place and content of your work
- ④ Hours, breaks, and days off of your work
- ⑤ Wage payment method

V. Ritsumeikan University (RU) Rules

<RU Student Disciplinary Regulations (Excerpt)>

Acts subject to disciplinary actions

1. Acts that disturb social order (criminal acts)
2. Harassment
3. Acts against information ethics
4. Acts against academic ethics
5. Acts that infringe on the academic and research rights of students and faculty and/or interfere with administration of the university.
6. Cheating or disrupting of examinations, etc.
7. Acts that violate regulations and matters based on regulations the university set forth to be observed by students.
8. Other acts that are contrary to students' obligations

Process Flow

- ① Occurrence of a misconduct or criminal activity.
- ② Investigation in each section, college, or department.
- ③ Interview and guidance at department.
Provide educational guidance based on preparation of reflection paper. (student support will be also provided if it is necessary)
- ④ Preparation of disciplinary draft by the department.
- ⑤ Coordination by Student Affairs Conference.
- ⑥ Opportunities for defense.
- ⑦ Deliberation at the Faculty Council and Creating a petition.
- ⑧ Final determination by the president. Execution of disciplinary actions
 - Notification to the student and guardians
 - Announcement of the actions
- ⑨ Continuing educational guidance by the department.



For more details, see the

**TIPS ON CAMPUS
LIFE FOR STUDENTS
2024**

<https://www.ritsumei.ac.jp/file.jsp?id=493008>

V. Ritsumeikan University (RU) Rules <No Smoking on campus>

- **No Smoking on campus** except in designated smoking areas
- **Smoking outside of the designated areas is a violation of the law!!**

<Be aware of the danger caused by second-hand smoke>

NSOC is considerate and supportive for the 97% of campus stakeholders who are non-smokers, and is asking the other 3% for cooperation in minding their manners and understanding the no-smoking policy.



<Don't smoke to begin with>

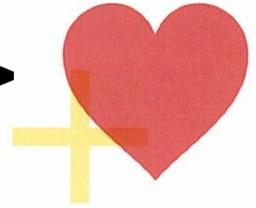
The risk of death from lung cancer is 6 times greater for smokers!

Smoking is the No.1 factor to shorten life expectancy!

The Medical Service Center can help you quit. Inquire for help.

VI. Support Services

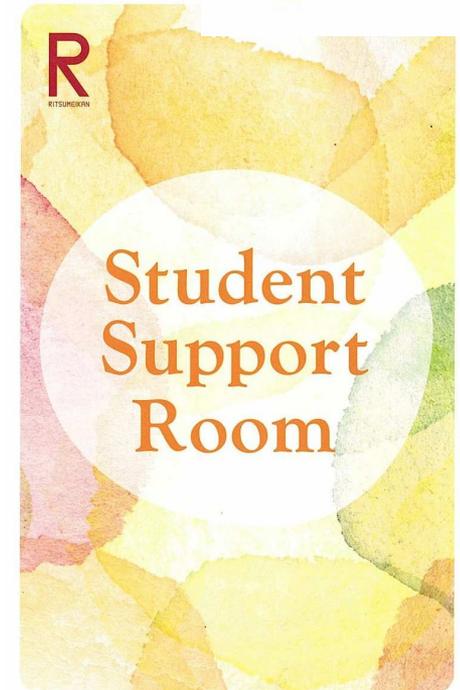
<Student Support Room(SSR) >



- Interpersonal relationship issues
- Depression or Anxiety/Stress
- Academic / Career related concerns
- Homesickness
- Difficulties in adjusting

SSR is here to help you find a solution.

- All certified and experienced professional counselors.
- Available in Japanese and English.
- All counseling information is kept strictly confidential.



学生サポートルームのごあんない
Student Support Room Services Guide

For more information or making an appointment,
please refer to our website.

URL : <https://www.ritsumei.ac.jp/ssr/en/>

SSR is located in the Office of Student Affairs at each campus:

【KIC】 Kenshinkan 2F
TEL 075-465-8174

【BKC】 Central Arc 1F
TEL 077-561-3952

【OIC】 A-Bldg.1F (AS Office)
TEL 072-665-2130

R VI. Support Services

RITSUMEIKAN UNIVERSITY

<Harassment Prevention Committee>

■ If you feel that you are being harassed:

Do not think you have to go through it alone. Please feel free to contact the harassment advisers, who provide compassionate support that responds to your needs.

Academic Power Sexual
Harassment

For details, see the following URL:

<https://www.ritsumei.ac.jp/mng/gl/jinji/harass-eng/>



Stop Harassment

To ensure you don't become a victim or perpetrator of harassment.

Harassment Consultations
If you feel that you cannot handle it alone, the first step is to contact an adviser.

Adviser Contact Information
Advisers are available at various locations on every campus, and you are free to arrange a meeting without regard to faculty, division or even campus. Check the Adviser Contact information on the Ritsumeikan University website as show below.

External Consultation Institutions
The Preceding external institutions also provide advising and consultation.

Reflect on your own speech and behavior
Students can be harassers too.

Academic Harassment
Academic harassment is behavior which makes use of hierarchical power relationships or a position of superiority to cause others disadvantage or discomfort in the area of education or research.

Examples of Academic Harassment
Denying another's character
Making derogatory comments that criticize another's character or ability
Causing physical or psychological harm to someone by action or word
Repeated, inappropriate public comments by a person in a position of authority or leadership about someone under his/her supervision, such as public reprimands for failures or mistakes
Unfavorable treatment in evaluation and research
Interfering with someone's performance in study and research
Dishonestly using research results obtained by students and other researchers
Threatening others by citing the power to influence academic evaluation, graduation, and promotion
Making public and personal matters
Forcing someone to deal with your personal matters
Forcing someone to participate in or cooperate with your personal life and activities.

Sexual Harassment
Sexual harassment is behavior or comments of an overly sexual nature that cause others humiliation, emotional distress or discomfort.

Examples of Sexual Harassment
Touching
Unwanted or unnecessary physical contact such as putting an arm around another person's shoulder or touching other parts of a person's body unnecessarily
Staring
Looking a person over from the head to toe or continuing to gaze at a person for an unusually long period.
Comments about appearance
Making comments about physical appearance or clothing, regardless of gender, either directly or to others about a third person.
Conversations that make someone uncomfortable
Turning conversations to sexual or uncomfortable topics
Stereotyping male or female behavior or thinking or making derogatory remarks or using insulting expressions.
Making insulting comments or calling someone disrespectful names that mock their gender identity or sexual orientation.
Unwanted attention
Pushing someone to date, stalking them,
Persistently asking someone for a date and dinner; accompanying someone to their place of residence, persistent gift giving, letters, telephone calls or email.

Other Types of Harassment
Other types of harassment is inappropriate speech and behavior which causes other parties to suffer pain, discomfort or disadvantage.

Examples of Other Types of Harassment
Alcohol Harassment
Using a hierarchical relationship to force people to drink alcohol with no regard for their physical constitution or condition.
Intentionally getting people drunk.
Racial Harassment
Harassing people or subjecting them to unfair treatment because of prejudices against people from a specific country or of a certain race or ethnicity or because of nationality.
Routinely telling jokes that make fun of a specific country, race, or ethnicity.
Gender Harassment
Speech or behavior based on fixed beliefs on gender roles.
Addressing people with the intention to discriminate on the basis of gender and with no respect for individuality by using terms such as boy, girl, baby (casual term of "I" used by Japanese men), boyo (boy), ootoko (young lady), ojan (uncle), and ooban (aunt).

Power Harassment
Power harassment is the abuse of authority in work or other situations. It is the use of advantageous position in human relations or other areas to overstep the bounds of appropriate guidance or admonition, thereby inflicting psychological or physical pain upon people and causing harm to the workplace or work environment.

Examples of Power Harassment
Speech or behavior constituting harassment even if undertaken only once
Physical violence or intimidation / defamation of character, etc., and any other form of attack that comes under criminal law
Speech or behavior regarded as power harassment if undertaken repeatedly
Insults or abusive language constituting a psychological attack upon another person
Isolating, ostracizing, ignoring an individual, or in other ways denying that person normal human interaction
Compelling an individual to undertake tasks that are clearly unnecessary or clearly impossible to accomplish; obstructing an individual's normal work activity or other functions by imposing irrationally excessive demands
Without rational purpose, compelling an individual to engage in low-level work that is far removed from capability or experience, or assigning no work or too little work
Violating privacy by intruding beyond reason upon private matters.

What is power harassment?
Power harassment is the abuse of authority in work or other situations. It is the use of advantageous position in human relations or other areas to overstep the bounds of appropriate guidance or admonition, thereby inflicting psychological or physical pain upon people and causing harm to the workplace or work environment.

What is sexual harassment?
Sexual harassment is behavior or comments of an overly sexual nature that cause others humiliation, emotional distress or discomfort.

What is academic harassment?
Academic harassment is behavior which makes use of hierarchical power relationships or a position of superiority to cause others disadvantage or discomfort in the area of education or research.

What is other types of harassment?
Other types of harassment is inappropriate speech and behavior which causes other parties to suffer pain, discomfort or disadvantage.

VI. Support Services

<General Guide for Student Support>

(Support Coordinator of the Office of Student Affairs)

I am troubled by something, but don't know who I should talk to...
You can come to see the

Support Coordinator of the Office of Student Affairs

<https://www.ritsumeai.ac.jp/drc/sougou/en/detail/>



相談は、解決に向けての大きな一歩です。

大学内には、相談の内容に応じた専門の窓口があります。
上手に活用し、安心安全で、充実した学生生活を送りましょう。

<p>正課と課外を通じた 自立と成長をサポート</p> <p>SSP Student Success Program</p>	<p>大学生活、人間関係、 将来の不安など</p> <p>学生サポートルーム</p>	<p>ケガ・体調不良、 心身の健康など</p> <p>保健センター</p>
<p>身体・発達・精神などの障害をもつ 学生への就学上の支援</p> <p>障害学生支援室</p>	<p>進路・就労、 キャリア形成</p> <p>キャリアセンター</p>	<p>いじめや ハラスメントなど</p> <p>ハラスメント防止委員会</p>

The Support Coordinator will listen to your concerns and guide you to the most appropriate support on or off campus.



The Office of Student Affairs at Kinugasa Campus is located on the 2nd Floor of Kenshinkan (KE).

The Office of Student Affairs at BKC is located on the 1st Floor of Central Arc.

The Office of Student Affairs at OIC is located on the South end of the 1st Floor of Building A (AS).

Please visit us whenever you need help or want to try a challenging activity.

Thank you for your attention!