

AY2019-2020

Campus Life Handbook



KYUSHU UNIVERSITY

Introduction

To all the dear students who have enrolled in Kyushu University with great ambition and hope for the future, it is our sincere wish for you to become capable society members with the ability to be international leaders, who also garner respect and pride from your family.

It is the earnest hope of all faculty members that each of you will gain as much experience as possible throughout your campus life, deepening your academic endeavors, and creating lifelong friendships. Not only that, we also hope that you will acquire the ability to decipher trending times from a higher perspective, judge the situation properly, act flexibly, and achieve great personal growth to become leaders in various fields in international society.

However, the surrounding environment may not always be safe and secure. You may be in danger at any time, regardless of your intention, by an accident or incident. While it is true that the more you try various new experiences and expand your scope of activity the more your potential will be realized and enhanced, the risks for you to get involved in an accident or incident may also increase proportionally. Moreover, you may also be the one to initiate the incident or accident in certain cases. Most people tend to overestimate their ability and become careless, assuming that they will never get involved in these types of situations for any reason. However, it may be too late when you find yourself in an accident or incident. It may cause you to experience mental and physical distress and even lose hope for the future. Even worse, you may plunge your family into unimaginable sorrow and suffering.

This Campus Life Handbook provides tips to prevent troubles and accidents in your daily life, as well as basic information concerning how to respond to an accident once you are involved.

In addition to such accidents and incidents stated above, you may also experience a situation or problem derived from vague anxiety and concerns in your daily life which you may find impossible to solve by yourself. When you find yourself in this type of situation, you can consult the faculty members in charge of either freshman support or your seminar, and counselors and medical staff at the Infirmary of the Counseling and Health Center.

The details of your consultation will never be released and your privacy will be secure, so please feel comfortable to consult with faculty staff and seek appropriate advice.

Lastly, you must understand that the best measure to protect you from incidents and accidents are dependent on your awareness as a student and self-reflection on your daily life, as well as the ability to make proper judgment when you are engaged in or involved in various activities. We would be very happy if this Campus Life Handbook provides any help for you in solving your problems in your everyday life and fully enjoying the campus life at Kyushu University.

April 1, 2019

Shun-ichi Maruno
Executive Vice President, Kyushu University

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Chapter 1. Campus Life

I Rules

To lead a smooth social life, you will have to be acquainted with the rules you need to comply with in a society (or a group). Follow those rules to protect others from troubles and help each other to lead a safe and comfortable campus life in an organized manner.

1 Traffic Rules and Manners

Every year, many university students are involved in serious accidents, some of which involve casualties. Strictly follow the traffic rules and always be alert for traffic accidents.

Motto:
Never get involved in
or cause
an accident

In order
to do so...

It is important to have sufficient mental space and time, care for others, and have a willingness to let others go first, when you drive.

It is your obligation to prevent a traffic accident.

Driving in a hurry, angrily, arrogantly or when tired may result in abrupt braking, steering, acceleration or starting, and eventually cause a traffic accident. Try to avoid those four bad conditions and four bad conducts.

Safe driving tips

- Do not exceed speed limits. Excessive speed is the primary cause for fatal accidents.
- Wear a helmet when you ride a motorcycle.
- Do not carry a passenger on a bicycle or a 50cc motorcycle.
- Where visibility is poor (such as an intersection), make sure to stop once and then start to drive slowly.
- Never drive without a license or drink and drive.
- Cars, motorcycles and bicycles must be parked in a designated place. Do not park in facilities or stores near the university without permission.
- Be aware of the walking speed of the elderly and children, and drive slowly.
- Do not drive recklessly based on groundless assumptions or guesses.
- Never use a mobile phone when you are driving.
- Fasten your seatbelt when you are in a car.

1 Commuter Etiquette

We have heard some comments criticizing the manners of our commuting students. Be aware that you are representing the students of the university and learn proper manners as a citizen.

Public transportation

- Do not cut to the front of the line when getting on a train, or hog seats. Keep your voice down on a train and avoid any conducts that may disturb other passengers.
- Always be nice to others. For example, refrain from sitting in a priority seat.

Bicycle

Bicycle accidents have been increasing rapidly both within and outside the campus. There have been many cases that the rider causes injury to someone, so be careful when you ride a bicycle.

Bicycles fall under the category of “vehicles.” Any violation against the traffic rules provided by the Road Traffic Act or other regulations will be punished.

Follow the traffic rules and drive safe!

- Keep to the left when riding a bicycle.
- Yield to pedestrians on a sidewalk, keep to the side of the driveway, and ride slowly. Excess speed may result in an accident.
- Drinking and riding, double riding, riding parallel to another bicycle, and riding without the light on after dusk are prohibited!
- Do not use a mobile phone or headphones at a high volume when you ride a bicycle. Holding an umbrella while riding a bicycle is also prohibited.
- Ride slowly and watch out for pedestrians when you leave the gate.
- Accidental contacts between a bicycle and a car or motorcycle coming from behind have been frequently reported within the campus. Abrupt change of course, which is the main cause for such accidents, is very dangerous. Such actions must be avoided.
- Do not park bicycles at any place other than the designated ones. Bicycles left at any non-designated place in the campus will be immediately moved to the bicycle parking area or towed away.

Cars and motorcycles

The main causes for the traffic accidents our students are involved in range from the simple ones, such as inattentive driving, missing the signs, and driving mistakes of unskilled drivers, to the antisocial ones, such as excess speed that disregards the rules and unreasonable overtaking. Once you are involved in an accident, regardless of whether you are a victim or victimizer, it will hinder your academic learning and your family will also suffer enormous mental and economic burdens.

- It is important to follow the traffic rules and drive with a spirit of generosity, care for others, and the willingness to let others go first. Pay full attention and drive with the utmost care.

Warning!

About parking
in the campus

Kyushu University does not allow undergraduate students to commute by car, in principle. In the Hospital Campus and Ito Campus, fees are charged on the entering vehicles and those without entrance permission and a pass card are not allowed.

*In traffic accident cases, the offender is often required to compensate the damage using damage insurance. Make sure that your compulsory and voluntary automobile liability insurances (see P.39) are not expired.

Also, we have seen increasing cases where a bicycle rider is required to pay significant damages in the case of causing injury or death. We recommend bicycle riders as well to make sure to subscribe to insurance, just in case.

2 Traffic Rules on the Campus

There have been many traffic accidents on the campus, too. Follow the same traffic rules as the general road.

- Reckless driving is very dangerous, so be sure to avoid it. If you see any such conduct, please inform the security staff or the student support desk of your faculty.
- Driving against one-way traffic is dangerous and may result in an accident. Never make such an attempt.
- Do not ride a motorcycle without a helmet, double-ride on a 50cc motorcycle, or practice driving in the campus as it causes a risk. In addition, be careful not to create extreme noise from a motorcycle or car as it disturbs the neighbors.
- Bicycles and cars must be parked at the designated areas.

2 Punishment on Harmful and Dangerous Driving

All students must be aware that harmful and dangerous driving, such as drunk driving, will be punished by heavy penalties, and try to maintain safe driving.

Drunk driving and driving under the influence

Drunk driving and driving under the influence constitute serious crimes and they are antisocial conducts that may threaten the life and health of innocent individuals. Do not drive a motorcycle or car or ride a bicycle after drinking.

【Penalties on drunk driving】 Drunk driving will be punished by especially heavy penalties!!

Drunk driving

Penalties: Imprisonment with work for not more than five years or a fine of not more than 1,000,000 yen.
Penalty points: 35 points
Administrative dispositions: Suspension of driver's license regardless of conditions (disqualified for three years)

Driving under the influence

Penalties: Imprisonment with work for not more than three years or a fine of not more than 500,000 yen
When the density of alcohol is 0.25 mg or more per liter of breath
Penalty points: 25 points
Administrative dispositions: Suspension of driver's license (disqualified for two years)
When the density of alcohol is 0.15 mg or more and less than 0.25 mg per liter of breath
Penalty points: 13 points
Administrative dispositions: Driver's license suspended for 90 days

*Note that the persons who provided the vehicle or alcohol, or the passengers on the same vehicle are also subject to heavy penalties.

【Penalties on other malicious violations】

Joint dangerous conducts

Penalties: Imprisonment with work for not more than two years or a fine of not more than 500,000 yen
Penalty points: 25 points
Administrative dispositions: Suspension of driver's license (disqualified for two years)

Drowsy driving

Penalties: Imprisonment for not more than three years or a fine of not more than 500,000 yen
Penalty points: 25 points
Administrative dispositions: Suspension of driver's license (disqualified for two years)

Driving without a license

Penalties: Imprisonment of not more than three years or a fine not more than 500,000 yen
Penalty points: 25 points
Administrative dispositions: Suspension and refusal of driver's license (disqualified for a year)

3 When You Are Involved in or Cause an Accident by Any Chance

Call 119

- Lifesaving is the first priority. Call 119 immediately. Do not ever leave the injured person and run.
- Move the injured person to a safe place to prevent subsequent accidents. Move the car to the side so that it will not disturb the traffic of other vehicles.
- Apply first aid on the injured person. →See PP.42-43

Call 110

- Call 110 if you are involved in a traffic accident. Record the situation and time of the accident.
- Do not easily accept an out-of-court settlement and be sure to ask the police to inspect the case. Be careful because you may face unreasonable requirements based on such settlement afterward.
- Contact the insurance company as well.

————— Contact your faculty's student support desk. See Emergency Contacts on PP.37-38 —————

II Crime Prevention

New students are full of hope when they think about the campus life after enrollment. Kyushu University is more than happy to lend a hand of support for you to lead an integrated student life.

On the other hand, all new students must be aware that some groups in this world see you as their easiest prey.

Those groups may approach you using a dummy group name (name of a false university club) near the venue of the entrance ceremony or in the campus. So be careful not to give your signature or your personal information easily.

1 Watch for Solicitation Activities by Destructive, Antisocial and Radical Groups

The freedom of religion and thoughts are protected under the Japanese constitution. These matters should be free without any doubt. However, there are some antisocial cult groups and radical groups that misuse such freedom and justify their lies and misconducts based on their selfish interpretation.

They conduct active solicitation during the enrollment season to expand their power. Sometimes they pretend that they are university students and approach you in a skillful way on and outside the campus. Be careful because those groups hide the real names of their organizations or religion and use a dummy name when they approach to avoid raising your suspicions.

! Watch for these warning signs!

- The person talks to you in a persuasive manner, appealing to your conscience saying such things as “Don’t you think there is something wrong with the world today?”
- When you refuse to talk, the person asks you to give a signature and your personal information.
- The person invites you to go outside the campus for a meal as their first step to talk with you. Sometimes, the destination is a private house, which the group uses as their base, or a community center or public facility. The person invites you to join a camp.
- The person asks you not to reveal anything concerning what you talked with him/her about as those things make sense only to you, or the person tries to keep you from having contact with others.
- The content of the solicitation is becoming something different from what it was in the first place.
- The true name and purpose of the group is revealed after a while.
- The person alleges that the information in this world or the stories told by the university are entirely false or fabrications and that the doctrines and purposes of his/her group are the only true things.

In order not to ruin your precious student life

*If you are not interested in the group, turn them down firmly.


*Do not easily give your personal information or your guarantors’ ! In some cases, they come to your home or relentlessly ask your guarantor to pay the membership fees.

*If you feel something is wrong or suspicious, contact and consult the university as early as possible.


*If you wish to resign from a group, please consult the university no matter what your situation is.

Consultation/contact

Extracurricular Support Section, Student Support Division,
Student Affairs Department, Ito Campus

 092-802-5966

Student Support Section, Student Support Division,
Student Affairs Department, Ito Campus

 092-802-5961

2 Say “No” to Drugs! Take a Strong Attitude against Drug Abuse and Its Temptation

The common feature for addictive drugs is that they cause dependence and significant adverse effects both mentally and physically. You may think it is OK to try it just once. However, such underestimation would start a vicious cycle that you cannot control and may ruin your whole life.

In order to protect your integrated campus life, Kyushu University is determined not to allow any drug abuse and respond to this issue in a strict manner.

What is drug abuse?

Drug abuse refers to the conduct of using drugs and industrial chemicals for an unlawful purpose or by a wrong means. Using drugs for such purposes constitutes drug abuse, even if it is conducted for just one time.

Drug abuse and health disorder?

If you intake a significant amount of drugs or if you are sensitive to drugs, you may die of acute intoxication or be physically impaired. Even if you do not suffer acute intoxication, repeated use of drugs will damage your brain and organs and health disorders shown in Figure 1 will arise.

Marijuana tends to be considered to be safe compared to other drugs, but this is not true. Marijuana abuse will result in what is called “cannabis psychosis,” which includes visual and auditory hallucinations, delusions, malaise, mental deterioration and abnormality in reproductive functions.

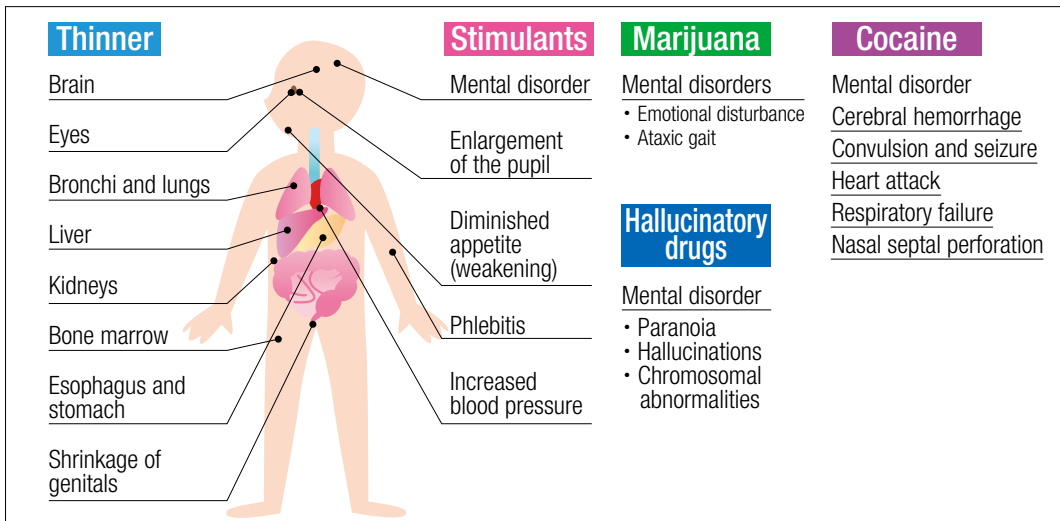


Figure 1

The horror of drug abuse (dependence, withdrawal symptoms tolerance and flashbacks)

Desire for using the drug becomes greater as the effect of the drug fades. The suspension of drug use causes abnormalities called “withdrawal symptoms,” which plunge the patient into repetitive drug abuse in an attempt to escape from the suffer of such abnormal conditions. Moreover, repetitive drug administrations would enhance the tolerance against the drug, which means that the effects obtained through the same amount of the drug become weaker and weaker. This would cause the increase in the amount and frequency of drug use.

Even after dependence is successfully overcome, patients may still continue to suffer from aftereffects including flashbacks (such as hallucinations and delusions as shown in Figure 2), which all may be caused by minor factors, such as drinking, insomnia and stress.

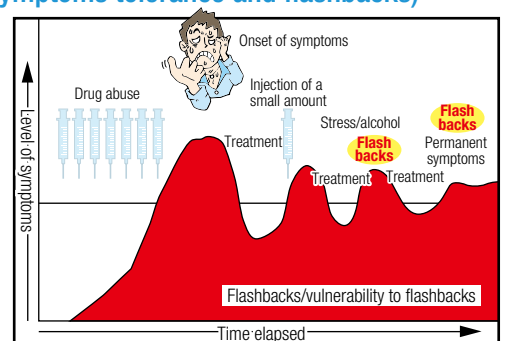


Figure 2. Flashbacks
(Source: Drug Abuse Prevention Center)

■ Seduction of drugs

In an attempt to lower the alertness of users, most drugs are called by some “cool” slang as listed in Table 1. The drug dealers market those drugs saying that they have effects to make you thinner and feel more energetic and fresh, that everyone uses them or that just one try would not be a problem, keeping victims from realizing that they are harmful drugs. Be careful not to be deceived even if you have not heard that name of the drug.

Table 1. Alias for addictive drugs

Stimulant drugs	S, speed, shabu, ice, etc.
Heroin	Pē, China white, junk, etc.
Cocaine	Coke, snow, crack, etc.
Cannabis	Happa, marijuana, grass, choko, etc.
LSD	Acid, phoenix, dragon, paper, etc.
MDMA	Ecstasy, batsu, tama, Adam, X, etc.
Thinner	Anpan, jun-shabu, jun-toro, neta, etc.

■ Kiken drugs

Drugs that are not regulated as harmful drugs or stimulants but have a similar effect are called “Kiken drugs.” They used to be called non-regulated drugs before. They are sold under false purposes (such as a video head cleaner, fragrance, reagent for R&D purposes, etc.) in order to get around the laws. As most of those drugs are against the Pharmaceutical Affairs Act, the government amended the law on April 1, 2007 and strengthened the regulation and control of the Kiken drugs.

However, tragic Kiken drug incidents continue to occur, such as the case of reckless driving under the effect of a Kiken drug in Tenjin on February 4, 2014. The Kiken drugs are considered to be even more dangerous than stimulant drugs because their ingredients are unknown. Fatal accidents related to the Kiken drugs have been increasing significantly. In response to this, the government has been subsequently enhancing regulations on such drugs by means of comprehensive control.

■ Drug abuse constitutes a crime!

Drug abuse deteriorates your health and life, and will also make you a criminal. As you can see from the series of recent marijuana cases in which university students were involved, drug-related violations are subject to such dispositions as expulsion and prison sentences. Import, production, receipt, transfer, possession and use of drugs are punished with heavy penalties based on such laws and regulations as the Cannabis Control Act, Opium Control Act, Narcotics and Psychotropic Control Act, Stimulants Control Act, Poisonous and Deleterious Substances Control Act, and Pharmaceutical Affairs Act. The maximum sentence for drug abuse is a death penalty in some countries, as shown in Table 2.


If you or someone close to you are bothered by people who invite you to use drugs or are actually engaged in drug abuse, please do not hesitate to contact the window below.

Table 2. Maximum penalties on drug abuse by country

Maximum penalty	Country
Death penalty	China, Taiwan, South Korea, Philippines, Malaysia, Singapore, Thailand, Egypt
Life sentence	US, Australia
Life imprisonment with work	Japan, UK, France


Contact for consultation concerning drug abuse


Regional Headquarter for Drug Control, Fukuoka Prefecture
(Secretariat: Pharmaceuticals Division, Fukuoka Prefecture)

 092-643-3284

If you witnessed or are invited to engage in drug abuse, contact and consult the Student Support Division or Student Affairs Section.

Extracurricular Support Section, Student Support Division, Student Affairs Department, Ito Campus
Student Support Section, Student Support Division, Student Affairs Department, Ito Campus

 092-802-5966

 092-802-5961

No Drug Fukuoka

<http://www.no-drugs-fukuoka.jp/>

3 For Internet Users

What the net-users need to be careful in order to avoid to cause any incidents.

If you cause an incident and become responsible for it, you need to waste your valuable time to be used for your study, and also you would suffer from mental distress. Therefore, you have to use the net carefully not only at the campus, but also at home, as you prevent causing any incidents by inappropriate use of internet.

Read "Information Security Guide" issued by Information Infrastructure Initiative, Kyushu University, and confirm what you need to aware. If you are attacked by such incident, follow the instruction against it in the guide.

URL : <https://www.sec.kyushu-u.ac.jp/sec/pdf/sec-guide.pdf>

● Be careful regarding the theft or loss of your smart phone and computer.

Pay due attention to keep your smart phone and computer from theft or loss. Follow the instructions of your tutor if you need to bring a computer or smart phone purchased by the laboratory (university). When you bring it outside the campus with permission, be careful to prevent the information in the device from being leaked to outside parties. As for a PC, encipher all information stored in the internal drives using the function provided by the OS (such as BitLocker).

● Do not infringe copyrights.

Be careful concerning copyrights on the Internet. There are some information contents, such as music and movies, whose copyrights are supposed to be protected but illegally distributed. Downloading and using such illegal contents are against the law and you are not supposed to be engaged in such misconduct. Use of non-genuine Windows (license contract violation) and illegal use of commercial software are strictly prohibited. Mining virtual currency by utilizing university owned assets (high-end computer machines, etc) is recognized as the illegal use of electricity and information processing equipments.

● Refrain from unauthorized access.

If you access a computer network using an ID of another person or provide another person's password to a third party without permission, you will be punished according to the laws regulating unauthorized access.

● Do not lend your ID.

Be careful not to let your friends outside the university and other persons use the in-campus network or a PC or smart phone for which you have been authorized with your universal ID (SSO-KID and student ID). If the borrower causes an information incident, the lender will also be responsible.

● Refrain from making inappropriate posts on SNSs or Internet forums.

Be careful not to make inappropriate or extreme posts on SNSs, such as Twitter and Facebook, or other Internet forums. There were some cases where a university student posted a comment that he/she never usually expresses, taking advantage of the anonymity on SNS, and the university received inquiries in response to such comments or the private information of the student was disclosed to the public. In addition, be aware that anonymous comments on the Internet can also be tracked down to the author.

● Be careful regarding Internet fraud.

Be careful not to be led to an unlawful website and let your IDs and password be stolen. If you receive a phishing email that contains an URL to a website imitating the log-in page of a bank website, Google, or the university email admin site, and a statement to urge you to change the password immediately, be careful to check if the linked website is the authentic one before you enter your ID and password. If you are not sure, please consult the Information Infrastructure Initiative.

The principal policy for information security of Kyushu University for the usage of information infrastructure such as campus network and computers and information data has been decided. Please understand the rules of information ethics and security policy and obey the rules for handling of information.



4 Watch for Bank Transfer Scams

Bank transfer scams are escalating and becoming very sophisticated. There are some cases of taking advantage of the laws, so you need to respond to them with a cool head.

■ **Ignore any fictitious invoice!** → Contact a consumer center if you receive a false invoice.

■ **Received a reminder from the court?**

→ Contact the court immediately and check if the reminder was indeed issued by the court. When doing so, do not trust the telephone number indicated on the reminder. Be sure to research the telephone number of the court yourself and then make a call.

*Even if you have nothing to do with the case, you may face some disadvantages if you fail to process the reminder properly.

**Consultation concerning
vicious sales activities and
bank transfer scams**

Fukuoka Prefecture Consumer Center

☎ 092-632-0999 <http://www.pref.fukuoka.lg.jp/contacts/shouhiseikatsu.html>
Monday to Friday 9:00 a.m. to 4:30 p.m., Sunday (Phone calls only) 10:00 a.m. to 4:00 p.m.

Fukuoka City Consumer Center

☎ 092-781-0999
Monday to Friday 9:00 a.m. to 5:00 p.m., Second and Fourth Saturday (Phone calls only) 10:00 a.m. to 4:00 p.m.

5 Be Careful Regarding Consumer Troubles

Possibilities for various types of consumer troubles concerning goods and services may lurk in unexpected scenes of your campus life. Remember that there is no easy way to earn money. Watch out for sweet temptations and stories that appear too good to be true. You must be careful not to be a victim or victimizer.

! False billing using junk emails

You may be charged fees if you access a link to a dating site or a pornographic website in an advertising email to your PC or mobile phone. Do not easily open an email from a website for which you have not registered.

! Multiple debts

A person who has borrowed from multiple financial institutions or credit card companies is called a "heavy debtor." Be careful not to take on a large amount of debt by using credit cards without planning or borrow easily from consumer financing.

! Network marketing (multi-level marketing)

This marketing method solicits individuals as a sales force and compensates them when they invite a new salesperson, which allows the exponential expansion of the organization. This type of business may destroy the trust of your family and the relationship with your friends. You need to watch for such phrases as "you will definitely make big money" or "you will soon recover the expenses."

! Internet shopping and auctions

There are some troubles where a consumer pays for the purchase from online shopping and auctions but then never receives the item or receives a counterfeit item. You need to judge carefully whether the seller is worthy of trust as you cannot see them face to face.

! Affiliate marketing

This refers to a compensation based marketing system in which retailing stores reward you for each order placed through the advertisement posted on your blog, etc. There have been troubles with people who purchased through the posted advertisements, as well as other problems concerning registration fees and theft of personal information.

! Appointment sales and high-pressure sales on streets

This type of business makes a phone call to you, claiming that you are specially selected for a service or item, or stops you on a street, and brings you to their office and forces you to purchase a service or item. Be careful not to trust their friendly words or follow them, and refuse firmly if you do not need that item.

! Coercive sales of qualification related goods and services

This type of business makes phone calls to your home and workplace and forces you to enter into a contract to subscribe to a course or purchase textbooks for obtaining a qualification. Vague responses, such as "I'm fine" or "I see" will cause a trouble afterward. Refuse them down firmly if you do not intend to conclude such a contract.

! Unscrupulous door-to-door sales

Under this business method, a salesperson visits your home or workplace and sells an item after making you open the door by telling you a lie. Ask them what they came for before you easily open the door. Be alert not to be deceived by their appearance or sales talk, and be careful when you conclude a contract.

Above are just some examples. Be careful not to be tricked by those artful traps.

Cooling-Off Rule (Act on Specified Commercial Transactions allows to unconditionally cancel any contract within specified period)

Cooling-Off period is from the day you received the contract (including the day of receipt)

8 Days --- Telemarketing Sales, Specific Continuous Service Provision, Door-to-Door Sales (including Appointment Sales, Unscrupulous Sales)

20 Days --- Multilevel Marketing, Business Opportunity Related Sales Transactions

You need to send written (postcard, etc.) notification to the company. Send as a simple registered mail. Basically the money you paid shall be reimbursed. There are some rare cases the Cooling-Off rules are not applicable. Please consult Consumer Center for details. Cooling-Off rule is not applicable for mail-order (including internet shopping).

6 To Avoid Trouble at the Workplace

■ Check conditions of employment before you start a part-time job

If you start a part-time job, check the wage and the content of work beforehand. In addition, refer to the Key Points You Should Know before You Start a Part-time Job and confirm with the employer on other labor conditions (such as the period of contract, time for work, overtime work, break time, rotation, methods for the calculation and payment of part-time wages, and rules concerning leaving the job).

■ Be careful not to be taken advantage of by malicious tutoring agencies

In recent years, there have been some malicious tutoring agencies that, for example, force the tutors to sell expensive textbooks to their students, overload the tutors with too many students, and misappropriate personal information. Be careful not to be taken advantage of and refrain from easily providing your personal information to those malicious agencies.

■ Trouble at work and consultation desks

If you have any trouble at work, such as a penalty on an unreachd quota, overtime and excessive work outside of the contract and unpaid wages, you can consult with the labor standards office or the general labor consultation desk.

Important points you should know before you start your part-time job U R L : <http://www.check-roudou.mhlw.go.jp/parttime/>
(Homepage of Ministry of Health, Labour and Welfare)

Consulting Service U R L : <http://www.check-roudou.mhlw.go.jp/soudan/>
(Labour Bureau, Labor Standards Inspection Office, Labour Counseling Desk)

Hotline for Consumer Consultation ☎ 188 Sat.Sun.Hols 10:00 – 16:00

■ Work permit for part-time jobs

With a residence status of “College student”, “Cultural Activities” or “Dependent,” foreign nationals are not allowed to work. If they wish to work part-time to earn money for their university fees and/or living expenses, they must obtain permission from the Immigration Bureau.

They obtain work permit however, there is limitation on number of hours they are permitted to work. If permission is given, foreign nationals who have the “student” or “dependent” status will be given comprehensive permission that allows them to work up to 28 hours per week. Students with “student” status are permitted to work up to 8 hours per day during long-term holidays. Foreign nationals who have “cultural activity” status have to apply for the permission for each job. So they must apply for work permit after finding a job.

You must never work part-time without work permit and beyond the above working limit. If you do not follow the rules, you can be punished by repatriation, a fine, or imprisonment.

International students who are permitted the residence status of “College Student” with the permitted period of more than 3 months are entitled to apply for work permit at the port of entry when entering Japan for the first time.

Students who obtain work permit must report the fact to Students Affairs Section of their affiliated department.

Required documents

- Application for permission to engage in activity other than that permitted under the status of residence previously granted
- *Available at Support Center
- Passport
- Residence card

<Part-time work permitted for international students>

- Not more than 28 hours a week
- * Not more than 8 hours a day during the long-term holidays (Spring, Summer, Winter) as set by the University.
- If you are in temporal withdrawal from University, you are not allowed to engage in part-time jobs even if you have work permit.
- Work at a place of work that is not connected with the entertainment business
- * It is prohibited for students to work in the entertainment business. Students are not allowed to work even as a dishwasher or cleaner in pubs, nightclubs, bars and cafeterias where guests are entertained by attendants.

7 Penalties for Students Who Commit a Crime

When a student violates the university rules or is engaged in any conduct that is against the duty of student, Kyushu University imposes disciplinary sanction according to the Kyushu University Rules for Undergraduate Students and the Kyushu University Rules for Graduate School Students. So be sure to maintain good conduct in your daily life.

As guidelines for ensuring the appropriateness and fairness of sanctions, the university provides the Examples of sanction standards listed on a next page.

【Examples of sanction standards】

Each sanction will be decided according to the conditions of each case, referring to these examples of sanctions standards.

Category	Example	Type of sanction
Criminal acts	Serious crimes, such as murder, burglary, rape, arson, and abduction for ransom	Expulsion
	Attempt of serious crimes, such as murder, burglary, rape, arson and abduction for ransom, and drug-related crimes (use, sale, brokerage, etc. of prohibited drugs, and cultivation of plants from which prohibited drugs can be produced)	Expulsion or suspension
	Criminal acts, such as fraud, blackmailing, threatening, extortion, negligence resulting in injury	Expulsion or suspension
	Criminal acts, such as theft (sneak thief, luggage lifting, shoplifting, etc.)	Expulsion, suspension or warning
	Criminal acts, such as trespassing and violent actions that did not injure others but violate the laws	Suspension or warning
	Indecent conducts, molestation, peeping, voyeurism and other disturbing acts that violate the criminal code or the Minor Offences Act	Expulsion, suspension or warning
	Any conduct against the Anti-Stalking Act	Expulsion, suspension or warning
	Criminal acts misusing information and communication technologies and any conduct against the Act on Prohibition of Unauthorized Computer Access	Expulsion, suspension or warning
Traffic accident, etc.	Causing a fatal accident due to malicious driving, such as drunk driving (drunk driving and driving under the influence), driving without license, reckless driving and hit-and-run	Expulsion or suspension
	Serious violation against traffic rules, such as drunk driving (drunk driving and driving under the influence), driving without license and reckless driving	Expulsion or suspension
	Causing a fatal traffic accident due to serious negligence by not looking ahead carefully, etc.	Suspension or warning
Others	Violent acts that significantly hinder educational research or management of the university	Expulsion, suspension or warning
	Forcing a person to drink to death	Expulsion or suspension
	Repeated acts of threatening, harassment, or sexual speech or behavior, regardless of the intention of the victim	Expulsion, suspension or warning
	Plagiarism of research papers or any conduct related to the fabrication or falsification of data, or solicitation or assisting of such conducts	Expulsion, suspension or warning
	Use, sale or brokerage of the Kiken drugs	Expulsion, suspension or warning
	Making derogatory comments and abusing someone on the Internet	Expulsion, suspension or warning

*In principle, misconduct during an examination will be punished with heavy penalties as listed below in accordance with the Handling of Examination Misconduct and Violation against Instructions Concerning the Subjects of the Kikan Education Program.

(1) Measures for misconduct during an examination

- 1) In principle, all credits of the Kikan subjects of that semester become invalid, except for those for experiment and practice hours and practical subjects.
- 2) The dean of the faculty will inform the student of said measures and give a warning.

(2) Violation against instructions

- 1) The credit of the subject of that semester becomes invalid.
- 2) The dean of the faculty will inform the student of said measures and give a warning.

8 Theft and Loss of Property

■ All students must be alert to manage valuables properly to prevent theft within the campus.

Theft cases have been reported at the changing rooms of the gymnasium and the facilities for university clubs, during both classes and extracurricular activities. Make sure to keep cash and valuables in a safety box when using the gymnasium. When you are participating in an extracurricular activity, bring your valuables with you or follow the management method provided by each university club. Be careful to safeguard them from theft. If you find your property has been stolen, contact the department in charge of your faculty or institution immediately and report to the closest police station.

■ **Be careful not to drop or lose your property.**

Many students lose their keys around the enrollment season. Use a key holder as a marker of your key.

When you drop something or find a lost property,

▼
Contact the student support desk!

Be careful regarding the following cases, for example.

- Do not leave your baggage with valuables in it.
- Be sure to lock the door when you leave the common room for university clubs and be careful not to leave your valuables behind.
- Double-lock your motorcycle or bicycle with a chain lock, etc. in addition to the wheel lock. Unlocked bicycles are often stolen.

9 Protect Yourself from Robbery and Injurious Assault

Once a suspicious individual sneaked into the campus and hurt students and faculty staff. Try not to stay out late and avoid walking alone on a dark street at night, especially when you use a university facility at night or on a holiday.

Be careful when you are alone at night!

If you see a suspicious person...

Leave that place immediately and protect yourself.

Please inform the security officer, security guard or faculty staff, and report the features of that suspicious person/assailant.



If you happened to be subjected to any injury



Call 110

Inform the security officer, security guard or faculty staff

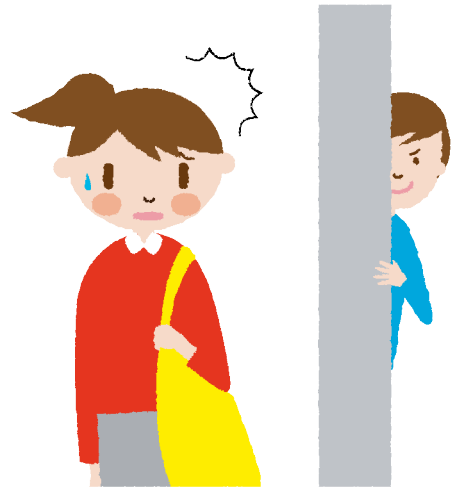
[See Emergency Contact on PP.37-38.](#)

10 For Female Students

Sexual offences and cases of robbery directed at female students living alone have been reported across many areas. In some cases, individuals who commit such crimes follow a student beforehand to confirm that she lives alone and then trespass into the room when she is taking a shower or sleeping in bed. Be sure not to forget to lock the door immediately when you get inside your home.

Moreover, those criminals break into a room through an unlocked window of a restroom and bathroom, balcony window or gate. Be sure to lock the door chain as well, and be careful even if you are living on the second floor or higher.

When someone visits you, open the door with the chain locked.



Groping doesn't only occur in the summer!
Avoid walking alone on a dark street at night.

Inform a security guard or faculty staff immediately if you see a suspicious individual on campus.

In addition to protecting yourself, help each other to be alert!

If you become a victim,

Female psychology counselors are available at the police for consultation concerning anxiety and distress.

Contact: Ms. Relief Line ☎ 092-632-7830

Opening hours: 9:00 a.m. to 5:45 p.m.,
 Monday to Friday (except for the New Year's holiday)



Chapter 2.

Campus Life and Health

University life is also a period for establishing a healthy lifestyle before you start working and become a member of society. Your living habits formed through this period will decide whether you can lead a healthy life after you leave the university. Below, we will discuss common issues concerning both physical and mental health.

I Mental Health

1 Campus Life and Mental Issues

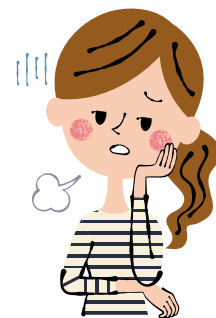
You are going to expand your experience in the new world around you through friends, club activities, study, and part time job in your collage life.

However, it is so natural of people to face the problems, and depressed without solution for their new experiences. When people worry the things too much, they could be like as followings.

- become unable to concentrate to study.
- become unsocial and tend to stay alone.
- be obsessed with the idea of blaming themselves or others.
- worry about one issue only, and unable to see the situation calmly with the wide view.
- feel extremely exhausted.
- become seriously anxious, feel unease, and panicked.

Such feelings and conditions lead you suffering insomnia (difficult to asleep or light sleep), loss of appetite, and vague physical symptoms. Then, you would lose your confidence and energy, and such symptoms lead more negative feelings in a vicious cycle.

If you have been in such conditions for days, you would not find any good solutions by yourself, and it should be the time to talk with your friends, family, campus counselor, or faculty. However, it seems not a few of you cannot overcome the ideas, "I don't want to show others my weakness." or "I have to solve my problem by myself.". We want you to know it is also important skill you learn during your collage days to share your problem and seek solutions by talking or having advices from others.



■ What counselors, psychiatrists and psychosomaticists can offer

When you are worried about something, it is important to put what makes you feel stressed into words. Just speaking out your problem may allow you to organize your feelings and thoughts, feel somewhat relieved, or find a clue or hint for solution. It is also important that you feel empathy from your friends, family or teachers. In addition, Kyushu University has in-campus counselors and medical staff, so you may also talk about your problem with them. The counselors assist you with making better decisions in life and finding a clue to a solution of the problem through conversation. They sometimes use relaxation technique to ease anxiety.

Psychiatrists provide medical treatments to reduce the symptoms and anxiety based on medical knowledge. When you suffer prolonged insomnia, low appetite or loss of motivation, the first thing you must do is to rest your brain physiologically and improve your daily habits. To this end, the psychiatrists provide support through prescription of sleeping pills, antidepressants and tranquilizers.

The psychosomaticists also provide medical treatment based on medical knowledge to improve conditions and somatic symptoms related to stress.

All of these supports are never forced to you, and they are intended to help you to become able to “worry properly” by exerting your autonomy at your own initiative. We hope you will feel free to utilize them.

2 To Adapt to the Campus Life

To lead a fulfilling campus life, you will have to overcome various adaptation issues in an environment that is different from high school.

It is natural to wonder if you can do everything alright or if you are doing okay when you face a lot of things you have no idea how to deal with in a new environment. If you are in such situation, try to share your thoughts with someone you can trust or use the counseling services, rather than trying to solve the problem on your own.

◎About study

You may feel puzzled and be confused about how to select classes or how to prepare for examinations in a situation different from high school. You will also have more of such assignments as essays and reports, and presentations, where you will have to set a question by yourself, collect information and express your own opinion. In addition to this, you may also be required to think about the reasons why you entered that specific faculty of the university, which may result in the confusion about your path for the future.

◎About life

The ability to manage your life seems not to be related to study directly, but it is essential if you wish to lead a campus life with high motivation. It will become possible for you to play a video game until late and oversleep and skip the class next morning, or to become too lazy to attend classes because of fatigue from the hard training of the university club. Therefore, it is important to maintain the rhythm of life and good habits and keep in good shape.

◎Personal relationship

If you are connected with friends in your class, you can make sure that you are updated with various information, which helps smooth study. On the other hand, if you have failed to build such relationship, you may struggle because you always have to deal with everything on your own. Just having a person you can talk to would help you a lot emotionally. Find the courage to talk to people and search for a place where you can find like-minded friends.

◎At the Student Counseling Section, counselors specialized in clinical psychology accept such consultations as follows.

- Unable to adapt to the life at university · Lost your goal after enrollment · Problems concerning personal relationships in the class or university club · Missing university credits due to low motivation · Anxiety about the path after graduation · Problems concerning relationships with senior students or professors

◎Furthermore, faculty members in charge of student support in each faculty and institution accept specialty-related consultations for matters such as:

- What you can learn in specialized courses · How to take and study special subjects · Possible career options and paths after graduation

©If you do not know where you can consult your problem about your campus life and your health, you can come to Coordinate Room.

Coordinate Room is consulting with students and faculty as a liaison to the supporters (doctors, counselors, etc.) in and outside the campus. Doctors, counselors, support section for equal opportunity services and faculty are working for student support as a team. If “you are not sure to whom you can consult” or “you have multiple problems”, please come to Coordinate Room. You can contact us by telephone or email. (Refer to P.19)

3 If You Experience Insomnia, Anxiety or Depression

Insomnia

Immanuel Kant, a philosopher, gave three factors that counterbalance the miseries of life: hope, laughter and sleep. As you can see, sleep is one of the most important physiological phenomena for leading a comfortable life. However, as many as 20% of modern people suffer from sleep disorders. Sleep disorders refer to the state of having issues regarding the time (amount) and depth (quality) of sleep. The causes of such health problem are stress and physical disorders. In other words, sleep serves as a barometer of your mental and physical conditions. Furthermore, prolonged sleep disorders (insomnia) is known to cause such physical disorders as cardiac diseases and strokes, as well as mental symptoms including depression. Early treatment of sleep disorders is essential to prevent other diseases.

Anxiety

Anxiety refers to the emotion of fear experienced despite having no specific subject to be afraid of. Anxiety itself serves as a security alarm of your mind and is very useful in avoiding risks and failures. However, excessive anxiety will cause an adverse impact on work, study and life and cause social dysfunction. Strong anxiety that disturb social activities is called “pathological anxiety” and may require medical treatment in serious cases. You should suspect your anxiety falls under a type of pathological anxiety called “anxiety disorders” if it fulfills the following conditions: (1) it is caused by minor factors; (2) the feeling of anxiety is unreasonably strong compared to the seriousness of the cause; and (3) it lasts over a long period. Anxiety disorders can be broken down to smaller categories, including generalized anxiety disorder, panic disorder, obsessive-compulsive disorder, social anxiety disorder and PTSD, according to the features of the conditions.

Depression

People feel low and lose their motivation and power to act when things are not going well or when they face things causing sadness, but they usually recover from such feelings within a few days. However, if you have been in such a low mood everyday for more than two weeks, you may suspect depression. Symptoms of depression include not only a negative mood, but also loss of interest and appetite, insomnia, chronic fatigue and distraction. Patients of depression suffer from those symptoms every day, and in some serious cases, they sometimes hope to die. In addition, a state of a negative mood caused by mental stress that is not as serious as depression but has an adverse impact on behaviors is called “adjustment disorders.” Adjustment disorders are usually improved or disappear if the stress is removed. However, persistent exposure to stress will worsen the symptoms and may eventually lead to depression.

If you suffer from such conditions above, we recommend that you visit an expert. Each campus has an infirmary, where you can consult with psychiatrists, psychosomaticists, physicians and health nurses. You can also consult concerning taking a temporary leave from or returning to university due to the conditions of medical disorders. They can also introduce you to an external medical institution. Your privacy will be strictly secured, so please feel comfortable to talk to them.

4 Information on Reasonable Accommodation for disabilities

1. Create a Community where Students with a Disability can Study

- Kyushu University prohibits discrimination based on disability and promotes the development of an environment for students (faculties) with a disability to learn, work, research and educate by providing reasonable accommodations.

The following examples are considered as discrimination based on disability.

- A student who has hearing disorder was not accepted to PE class due to his/her handicap.
- A handicapped student was not accepted to dormitory because he/she wanted to use home helper.

The Support Section for Equal Services supports students with disabilities as they could demonstrate their individuality and abilities in their academic and daily life in the university. In order to establish such environment, we provide academic or mental support, and promote reasonable consideration for the equal job opportunity, enlighten the concept of barrier-free in the campus wide, and nurture student peer supporters.

2. What is Reasonable Accommodation?

- A reasonable accommodation is appropriate adjustments and services considering a condition of a disability, sex, age, etc. to ensure equal chances for both students with and without a disability. The following ① and ② are considered as reasonable accommodations.

① Improve, modify or adjust existing rules or/and allow any exceptions in existing rules for students with a disability to participate equally.

For example: A student with a hearing impairment requests for modifications to understand the content of the discussion. As a result, a written translation is provided.

A written translation is to communicate by writing or typing.



② A disability is unique and different to each individual, so reasonable accommodations should be offered on the individual basis of the situation.

For example: A student with a wheelchair and a student with a hearing impairment consult about having difficulties moving to the class room. A content of their consultations are the same, but it has been considered separately based on each disability and offer the following reasonable accommodations.

- For a student with a wheelchair: Change the classroom to make moving easier.
- For a student with a hearing impairment: Provide a support for moving such as giving a direction to the classroom orally and taking the student to the classroom.

- Other examples of reasonable accommodations for various disabilities and its guidebook: Available on the Counseling and Health Center website.
<http://www.chc.kyushu-u.ac.jp/english/organization/barrierfree.html>

3. How to Request Reasonable Accommodations

- To make a request on classes, tests and daily lives, fill out the request form and submit to the Student Support Division.
- Consultation on making a request or a submission of the request form is available at the Counseling and Health Center.
- When a student experiences difficulty making a request, his/her parents can make a request.
- When a student wishes for a change of the offered reasonable accommodation, a faculty in charge and staffs from the affiliated school will consult through constructive dialogs.
- After having constructive dialogs and the problem is not solved, a student can make a complaint to the Support Promotion Committee for Persons with Disability. Please contact the Student Support Division.
- To establish better academic environment, we are monitoring the executed Reasonable Accommodation.

- “Rules of Kyushu University (National University Corporation) on Promotion of Dissolving Discrimination due to Disability (A Revised Edition)” and “The Guideline to Promote Dissolving Discrimination due to Disability” : Kyushu University prohibits discrimination based on disability and publishes the rules and the guideline on the website to offer reasonable accommodations. (*Japanese version only)
<https://www.kyushu-u.ac.jp/ja/university/publication/handicapped-support>
- Study support for students with a disability/disorder:
A procedure of study support is published on the website. (*Japanese version only)
https://www.kyushu-u.ac.jp/f/33466/shugakushien_h300423.pdf

4. For Better Understanding of Accessibility – Developing Peer Supporters for Disabled Students

- Accessibility means developing lower hurdle for participating or using by eliminating social, institutional or mental hurdle regardless of his/her handicap or physical characteristics.
- For better understanding of accessibility as both knowledge and experience, the following classes are available. By taking these classes, a qualification to take a license for Accessibility Leader of Accessibility Leader Promotion Consortium can be acquired.

【KIKAN Education General Subjects: Frontier subjects】

- Introduction to Disability Services: Knowledge about people with disabilities including physical disabilities, visual impairment, mental disorders, developmental disorder, and health impairments. Engage in simulations of some of these disabilities.
- Introduction to Accessibility: Practical training of technical skills to use support equipment. Study tour of social resources.
- Universal Design: Knowledge and experience about the construction of a society designed for universal access drawing on various areas of science including human rights, health, education, psychology, architectonics, and ergonomics.

【KIKAN Education Subjects for Students in the Second Year and Above】

- Management of Accessibility: Learn about management supporting system of accessibility to enhance students' mutual support skill.

— Faculty of Education is also providing lectures to learn Accessibility. —

About Student Peer Supporter for the disabled

Kyushu University is recruiting Student Peer Supporters who support the disabled and contribute to improve accessibility of campus facilities and information. The activities of Student Peer Supporters include various activities such as 1. Barrier free campus (developing barrier free map), 2. Guaranteeing information accessibility for the disabled (PC note taking, sign language), 3. Public Relations (Facebook, Twitter or Poster to enhance public awareness), 4. Training, etc.

The activities by Student Peer Supporters are great chance for students to practice their knowledge about accessibilities they learned in the classes above. Through the improvement of knowledge about accessibilities and engagement in the real support activities, students will contribute to improve the accessibilities for the disabled in our campus.

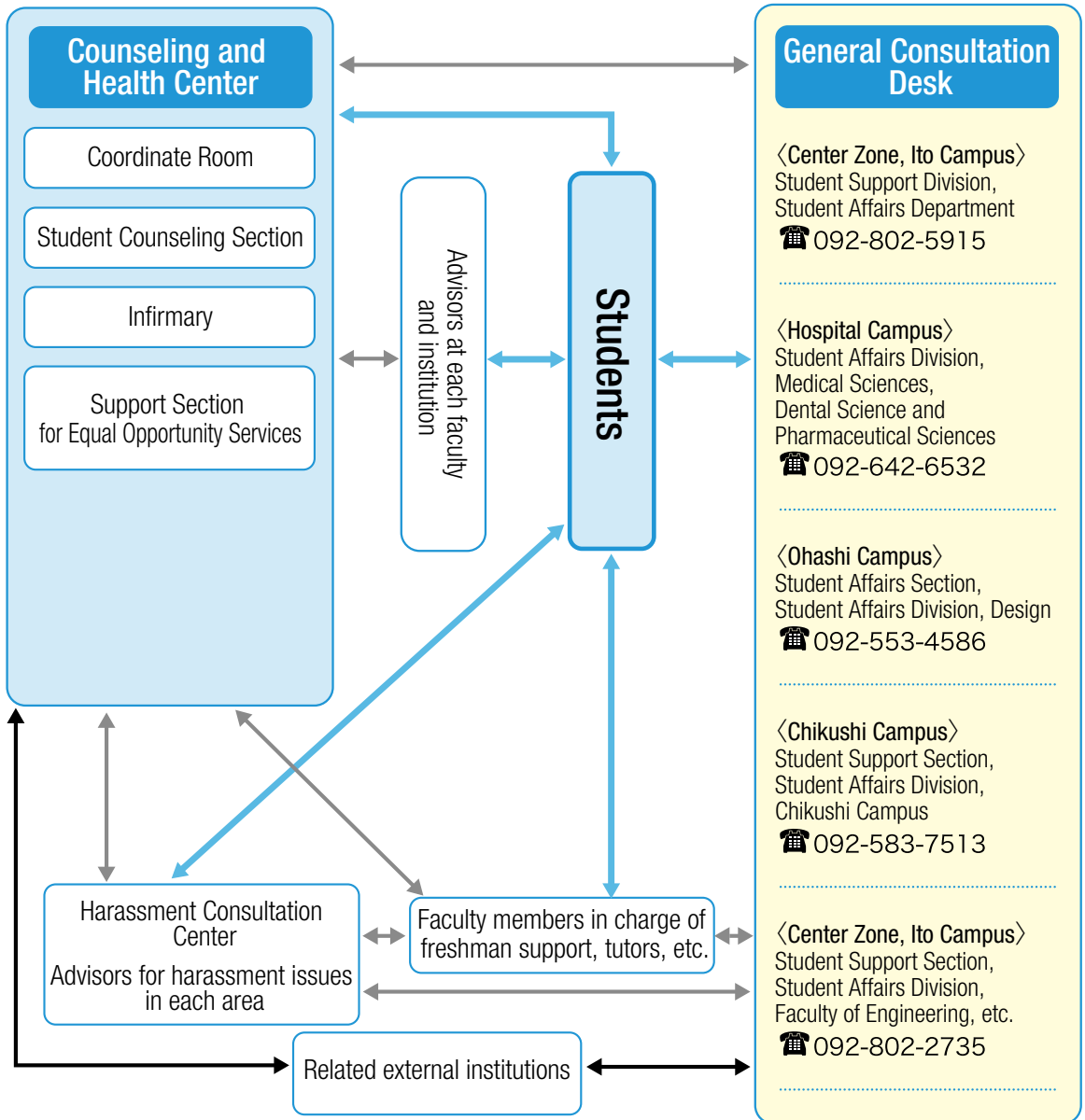
Contact Information:

Support Section for Equal Opportunity Services, Counseling and Health Center
TEL & FAX 092-802-5859 E-mail : sreos@chc.kyushu-u.ac.jp

5 When You Are Not Sure Where to Consult

When you are not sure where to consult, or when you want to know something about the university but do not know where to ask, or when you have a problem but do not know what you should do, please consult the general consultation desk (Nandemo Soudanshitsu) below.

Framework for student support



Consultation desks

Counseling and Health Center

During opening hours

Ito Campus West Zone Infirmary/Student Counseling Section	☎ 092-802-3297
Ito Campus Center Zone Infirmary	☎ 092-802-5881
Student Counseling Section	☎ 092-802-5820
Student Well-Being Section	☎ 092-802-6020/6041
Support Section for Equal Opportunity Services	☎ 092-802-5859 (TEL / FAX)
Ohashi Campus Infirmary/Student Counseling Section	☎ 092-553-4581
Hospital Campus Infirmary/Student Counseling Section	☎ 092-642-6889
Chikushi Campus Infirmary/Student Counseling Section	☎ 092-583-7685

General consultation desks for all campuses

Outside hours and emergency

Police	☎ 110	Ambulance	☎ 119
Emergency Medical Information Center	☎ 092-471-0099		

6 To Protect Your Life from the Mental Risks

Let's prevent suicide

Anyone can develop depression or other stress-related disorders when exposed to too much heavy stress from student life, workplace and private events. When people are in such situation but unable to share it with others, they may plunge into a deeper despair, retreat into themselves, hurt themselves, disappear without telling anyone, and in the worst case, choose to kill themselves.

We, including the faculty members, are all part of the community of Kyushu University and we are lucky to have each other. Personal problems are not that simple and it is impossible for any person to solve them all alone. However, it is important to lend a hand to people in trouble and support each other.

You may find it hard to feel connected with others in this modern society, but if you see someone in trouble: totally exhausted from their problem, please do connect that person to a proper institution where he/she can get the necessary support. Moreover, if you are in trouble, find the courage to talk to someone you can trust or your family or faculty staff.

Signs of mental health issues

Signs of mental health issues include the following conditions. If your friend is suffering from such conditions, please care for that person. Also, please come for consultation if you have such mental risks.

- Abrupt and frequent absence from school
- Unable to sleep or waking up too early
- Loss of appetite
- Feeling depressed
- Strong mood swings. Feeling like every day is a painful experience
- Feeling like you have no value. Blaming yourself too much
- Vague somatic symptoms, such as you multiple disorders across your body
- Feeling hopeless from not getting employed or being unable to decide your path after graduation
- Abruptly tidying up the room and going somewhere without a purpose
- Having experienced consecutive loss of precious things or people
- Shutting out and losing contact with others

Especially, poor quality sleep and loss of appetite mean that the risk of mental illness has progressed to a considerable level.

How to respond when your friend or someone close to you asks you for advice or when you notice there is something wrong with them

- First, ask them to have a talk with you and take time to listen to them calmly in a quiet environment.
- Do not criticize them. Listen to what they say and try to understand them as far as possible.
- If you find it hard to cope with it by yourself, ask someone for help and prepare to support them.
- If you think their safety cannot be assured, contact their family and guardians.

II Physical Health

1 Alcohol

About drinking

Freshmen and other students, who are aged 20 or older, will have many occasions to drink alcohol throughout the campus life. Of course, minors are strictly prohibited from drinking. Even after you come to the age of 20, you will need to know the manners for drinking. Not only the new students who have no experience of drinking, but also senior students who welcome those students must refrain from excessive drinking. Above all, you should never force someone to drink or 'chug' a glass of alcohol just to entertain others.

"Chugging" is a very dangerous act that may threaten your life. The number of university students who died from such drinking since 1989 has reached 56. The number of acute alcoholism patients shows no sign of decrease but instead keeps increasing. Speaking of the constitutions of Japanese people, half of them are known to have no tolerance at all or have little tolerance to alcohol.

Moreover, a drinking habit has adverse effects on memory and learning ability. Such effects have an especially strong influence on younger people. As you can see, there are reasons for the laws to prohibit minors from drinking alcohol.

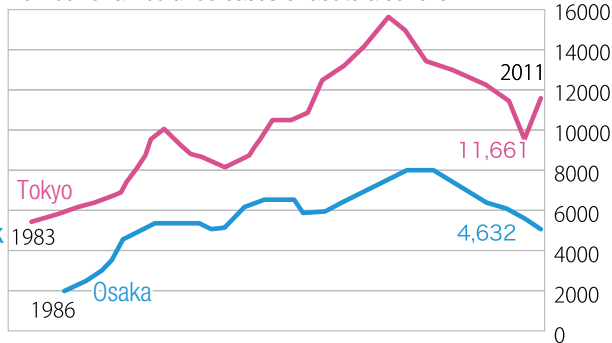
Five definitions of alhara

【Alhara】

Alhara stands for alcohol-related harassment and abuse of human rights.

1. Forcing someone to drink
2. Forcing someone to down a glass of alcohol in a gulp
3. Intentionally making someone heavily drunk
4. Behaviors without care for people who cannot drink
5. Harassment under the influence of alcohol

Number of ambulance cases of acute alcoholism



Mechanism of getting drunk

Getting drunk means that your brain becomes paralyzed.



Slightly drunk

Blood alcohol concentration: 0.02% - 0.1%

Equivalent to 180ml - 360ml of sake or 1 - 2 cans of beer

Paralysis of cerebral cortex. Self-control and the rational state of mind become weaker. One feels looser and relaxed.
→ Adequate quantity



Drunk

Blood alcohol concentration: 0.1% - 0.2%

Equivalent to 540ml - 900ml of sake or 3 - 5 cans of beer

Paralysis extends to cerebral limbic system. Seemingly drunk. Staggering and slurring.
→ Drinking too much.
Stop drinking!



Heavily drunk

Blood alcohol concentration: 0.2% - 0.3%

Equivalent to 900ml - 1,260ml of sake or 5 - 8 cans of beer

The whole brain is paralyzed. Paralysis spreads to the brainstem and spinal cord as well. Dead drunk.
→ Vomit can choke the drinker to death!
Never leave the person alone!



Coma → Death

Blood alcohol concentration: 0.3% - 0.4% (coma) 0.4% or more (death)

Equivalent to 1,260ml - 1800ml of sake or 8 - 10 cans of beer (coma)

Equivalent to 1,260ml or more of sake or more than 10 cans of beer (death)
The brainstem and spinal code are paralyzed as well. The paralysis also spreads to the medulla oblongata of the respiration center. The person does not respond even when touched or shaken.
→ **Call an ambulance immediately!**

ASK website for the prevention of chugging and alhara <http://www.ask.or.jp/ikkialhara.html>

2 Diet

Lead a healthy life with proper diet and sleep

University students tend to have an irregular lifestyle. Some students develop sleep problems, such as being unable to fall asleep smoothly and sleep deeply, due to irregular sleep habits, including staying up until late and oversleeping.

Bathe in the morning sun

When you are in the morning light, your body will know that the morning has come. If you cannot get up easily in the morning, try opening up the curtains and bathing in the sun.



Regulate your daily habit by starting the day with breakfast

Breakfast activates your metabolism, raises your body temperature, and prepares the body for activities during daytime. In addition, eating resets your biological clock and regulates the rhythm of your life.

Moreover, many students seem to skip meals or eat quick meals, just because they are lazy, or keep eating their favorite foods only.

Eat three meals properly.

Especially, breakfast is the source of energy to stay vigorous through the whole day. Just a rice ball or bread and yogurt would be fine, so try to have breakfast everyday.



Eat vegetables.

The past nutrition surveys on Kyushu University students show the shortage of vegetables, bean products (tofu and natto), seaweeds (laver, wakame seaweed and kelp). Those foods are good for keeping you in shape and strengthen your immune system. They are also good for preventing constipation as they contain much fiber.



Tips for taking a lot of vegetables

- Try to have a combination meals rather than a single dish.
- Eat garnishes, too.
- Add salad whenever you can afford it.
- Put a lot of vegetables in miso soup and other soup dishes.
- Vegetables are easy to eat in large quantities when microwaved or stewed and seasoned with ponzu sauce.

You can measure your weight and blood pressure and seek advice concerning diet and fitness at the Infirmary. Please feel free to visit there.

What to eat when you are sick

If you have a cold or diarrhea, or feel sick, eat something that is easy to digest and stay in bed.

○ Foods that are easy to digest

- Foods stewed until soft
- Warm foods
- Foods with little fat
- Foods with little fiber



Rice porridge



Udon



Boiled tofu



Jelly-type
nutritional supplement



Bread
(except for the crust)



Bananas

× Foods that are difficult to digest

- Raw foods
- Hard foods
- Fried foods
- Spices



Salad
(raw vegetables)



Deep fried pork



Deep fried chicken



Curry and rice



Coffee



Spices

In addition, try to take a sufficient amount of water. You can also drink diluted sports drink.

3 Smoking

On Kyushu University premises, smoking will be totally prohibited from September 2019. This is related to the execution of Revised Health Promotion Act in April 2020 which is enacted to prevent health hazard caused by passive smoking. This revision is based on the WHO [Framework Convention on Tobacco Control] in 2003 (Japan has ratified) which is aimed “to protect present and future generations from the devastating health, social, environmental and economic consequences of tobacco consumption and exposure to tobacco smoke”.

Based on the investigation, the number of death caused by passive smoking in Japan is estimated as approx. 15,000 per year. Lung cancer, Cardiovascular Disease and Apoplexy are the main cause of the death. Passive smoking can cause other many diseases, too. Passive smoking is much more serious issue than you may think.

Here is another new idea which is “secondary smoking” as an advanced idea of “passive smoking”. This means a person can suffer health damage from a person who finished smoking or from an environment where smokers used to be. We sometimes recognize tobacco smell when we get into an elevator or a taxi. The issue is not its unpleasant smell but the fact that the air contains the toxic chemical materials from tobacco. Therefore, the only way to prevent passive smoking in large facilities is to close down smoking areas.

After 10 to 20 years, when you are working as a leader of the society, it is expected that society will have more negative view on the smoking habit. Indeed, some insurance companies employ different insurance premium structures for smokers and non-smokers. Moreover some companies do not accept the entry sheet from the smokers when they employ new graduates. Smoking has only negative impact on your future.

If you do not smoke now, try to continue to stay a non-smoker. If you are a smoker, try to quit smoking while you are a student.

Recently more and more people smoke by e-cigarette (iQOS/Ploomtech/glo). This type of tobacco cause same level of impact on your health and keep you dependent on nicotine as conventional tobacco do. The advertisement of e-cigarette says “the toxic materials decreased by 90%” but the fact is that this is applicable for only 9 types of toxic material out of more than 200 types of toxic materials included in tobacco smoke (tobacco smoke include about 5,300 chemical materials).

The Counseling and Health Center provides a support to quit smoking for those who wish to quit. For the past two years, a total of 67 individuals, including students and faculty members, have successfully quit smoking for over a year. We recommend smokers to visit the Center for consultation as a first step.



4 Influenza

We are sure you are taking care of yourself to prevent infection since we have a lot of news about influenza every winter. Do you remember the pandemic of new type of influenza over the world in 2009?

Under such pandemic, we asked students to go to hospital when they feel any symptoms, and report to the school for an authorized sick leave when they are diagnosed as flu. As the result of such cooperative action of students, Kyushu University could control its infections in our campus and prevented the school close.

We successfully have kept preventing massive infections in our campus since 2010 due to the quick reports of the infection by students. We'd like to ask your cooperation to report and take an authorized sick leave from now also.

Influenza is different sick from common cold. It is the diseases to infect by A-type or B-type of influenza virus. We could have vaccination against them, but it doesn't mean you would never be infected with influenza by it. However, vaccination helps reducing outset of sickness, and is effective to prevent developing the symptoms and death. If people do more vaccination, it can reduce the infection of small children and aged people, and it helps control of expand of infections.

The effect of anti-influenza agent (such as Tamiflu) is to control the multiplication of virus and shorten the length

of symptom. You need to take it within 48 hours after onset of symptom, and you need to leave the school until “5 days passed after onset (Count 5 days from the following day after onset), and 2 days passed after alleviation of fever (Count 2 days from the following day after fever become lowered).

The basic tips for preventing infectious disease, including influenza, are to keep in good shape through sufficient sleep, nutrition and a schedule of regular daily activities. You can prevent catching viruses and protect others from catching viruses from you by continuous hygienic habits, such as washing hands and wearing a mask when you have a symptom. We hope you have a health life every day!

5 Infectious Diseases at School, Including Measles and Rubella

We still remember very clearly the spread of measles in Okinawa starting in March 2018 and spread of rubella in metro-Tokyo area in September 2018. The case of Okinawa which ended up with 101 patients was triggered by the same background as the case of 2007 which caused closing of many universities and high schools. The cause of this outbreak was considered to be a drop in the percentage of immune individuals among Japanese people as a whole, which can be attributed to the increase in unvaccinated individuals and people who have never been infected with the virus, as well as the increase in individuals who were vaccinated but whose immune system against the virus has weakened after more than a decade has passed since the vaccination. Since there is no specific cure for measles, all you can do is to try to prevent catching them. Although the only way to prevent this disease is vaccination, it was unknown until recently that the immunity becomes weaker over time after vaccination. You need to receive the vaccine for measles two times, in principle. If you receive only one dose of vaccine, the antibody value will decrease year by year, and the risk of being infected will become higher. Therefore, vaccination was conducted on students in the first year of junior high school and in the third year of high school from FY2008 to FY2012. Some of those students have also received additional vaccines. Please check with your family or Maternal and Child Health Handbook if you have been infected with measles or vaccinated, and receive vaccines if necessary. If you need to be vaccinated, you need to check your history of clinical treatment and vaccination. For more details, visit the website of the Counseling and Health Center.

It is important to fully understand the infectious diseases that you may be infected with or cause others to be infected with: such as measles, and take actions to prevent you and others from infection.

Traveling overseas and expanding your experience during your student life are very meaningful. On the other hand, it is also true that hygiene conditions are worse than those of Japan and infectious diseases are prevalent in some regions. You can still find many areas that are still widely affected by tuberculosis and parasitic diseases around the world. We recommend that you do not enter such areas without any prior knowledge. We urge you to obtain sufficient knowledge on the epidemics and endemics of your destination country when you plan an overseas trip and broaden your experience with the utmost care.

6 Tuberculosis

You may remember the news concerning tuberculosis of a young entertainer in 2009. Even so, most of you may think that the disease belongs to the past. However, according to the statistics in 2017, as many as 16,789 people were newly infected with tuberculosis, and 2,303 patients died of the disease. That means that tuberculosis is a serious infectious disease for Japan, which produces 46 new patients and 6 deaths a day, and Japan is still one of the countries affected by the disease. Be sure to receive a regular student health checkup to find and cure tuberculosis at an early stage.

The important thing in preventing infectious diseases, including tuberculosis, is to maintain regular daily habits and high resistance against diseases. Beware of fatigue, poor sleep and stress. It is important to watch for infectious diseases no matter where you are.

The website of the Counseling and Health Center provides the latest information on infectious diseases that are expected to expand, including the flu. Please visit the website for your reference.

7 Sexually Transmitted Diseases

The FY2017 annual report of the AIDS Surveillance Committee of the Ministry of Health, Labour and Welfare shows that the number of reports of domestic HIV carriers and AIDS patients totaled 1,389, which marked the fourteen consecutive year with over 1,000 cases from FY2004. This means we have about 4 new reports every day. The number of new HIV carriers in the year of FY2017 reached 976, and the number of AIDS patients was 413. The number of new HIV carriers has been flat for these several years, but the number of AIDS patients is expected to grow in the future. The most common infection route for Japanese men is same-sex contact, followed by cross-sex contact, while the infection route for Japanese women is cross-sex contact in almost all cases. Looking at the age distribution of HIV carriers who were infected through cross-sex contact in the past, the peak belongs to the 20s – 30s age bracket, which most university students fall under. As chances to get infected through cross-sex contact has been increasing from the 1990s, you always need to behave with such risks in mind.

HIV is not the only sexually transmitted disease. The major ones are genital chlamydial infection, gonorrhea and genital herpes. Among them, the number of patients of chlamydial infection has been growing at an explosive rate from 1998. It is said that the risk of infection with HIV becomes two to five times higher when infected with chlamydia or other sexually transmitted diseases.

The only way to reduce the risks of infection is to use a condom. In addition, refraining from having sexual contacts with many and unspecified individuals is also effective. If you are infected with such diseases by any chance, it is important to involve your partner in the treatment as well. Even if one side of the couple is cured, he/she may be infected again if his/her partner has not received the treatment. In addition, it is important to know that it is not rare for women to have few subjective symptoms even when they are infected with sexually transmitted diseases. If you suspect sexually transmitted diseases, please do not hesitate to consult with the Infirmary. We will introduce you to a proper medical institution when necessary. Your privacy will be strictly secured, so please feel safe to talk. In addition, there are several healthcare centers where you can receive consultation concerning sexually transmitted diseases without giving your name and receive AIDS and chlamydia tests for free (AIDS hotlines; see below).

*Consultation concerning sexually transmitted diseases (AIDS hotlines): 9:00 a.m. – 5:00 p.m. on weekdays (except for national holidays and a period from December 29 to January 3)

*Consultation concerning sexually transmitted diseases (AIDS hotlines)

Chuo Ward Health and Welfare Center
(Chuo Healthcare Center) ☎ 092-712-8391

Jonan Ward Health and Welfare Center
(Jonan Healthcare Center) ☎ 092-822-8391

Higashi Ward Health and Welfare Center
(Higashi Healthcare Center) ☎ 092-651-8391

Sawara Ward Health and Welfare Center
(Sawara Healthcare Center) ☎ 092-846-8391

Hakata Ward Health and Welfare Center
(Hakata Healthcare Center) ☎ 092-441-0023

Nishi Ward Health and Welfare Center
(Nishi Healthcare Center) ☎ 092-891-0391

Minami ward Health and Welfare Center
(Minami Healthcare Center) ☎ 092-541-8391

8 Consultation and Medical Care You Can Seek When You Don't Feel Well

When you do not feel well, you should see a doctor as soon as possible. There are in-campus medical staff and health nurses at the Infirmary, so please feel free to visit and talk to them (see the list of consultation desks on P.19). They will introduce you to a proper medical institution if necessary.

9 Make Sure to Receive a Regular Student Health Checkup Every Year

The first thing you should do to maintain your health is to have interest in your own health. You can receive such medical tests as measurement of height, weight and blood pressure, and chest X-ray test. Make sure to receive the checkup once every year. Students who have received the checkup will be issued a health checkup certificate.

10 For Students Who Will Start Living Alone after Enrollment

If you will start living away from your family alone or in a dormitory, please prepare your health insurance certificate and first aid supplies as follows.

Health insurance certificate

You will need a health insurance certificate when visiting a medical institution, such as a clinic and hospital.

If you have a health insurance card for individuals, please bring it with you. If the certificate is a family-type certificate, please prepare a health insurance certificate for a family member living alone. Please contact the insurance provider at an early stage and apply for issuance.

First aid supplies

It is hard to buy them when you are sick.

The following items will be sufficient. Please have them at hand.

- Thermometer** (required)
- Antifebriles and painkillers**
- Cold medicines**
- Gastrointestinal medicines**
- Adhesive bandages**
- Masks**



Cough etiquette

If you are coughing, sneezing, sniveling, and running a fever, please wear a mask. Please throw your trash papers you use for coughing, sneezing, or blowing your nose, into a trash bin with lid or put them in the plastic bag and tie it. Also please you're your good habit to wash the hands.





Chapter 3. Disaster Prevention

1 Prepare for Disasters

- Be sure to notify the current address or change of address to the university and the ward office.
- Be mindful of local disaster prevention countermeasures and evacuation areas, and participate local disaster drills on a regular basis.
- In times of disaster, try to make a contact to university offices and friends as much as possible.
- Be aware of the location of dangerous articles around.
- Prevent objects from falling and be sure of evacuation areas and evacuation routes.
- Check emergency items and its stored location.
- Collect and store portable radio, flash light, emergency tools (jack, crowbar, hammer, etc.) and medical supplies at designated places.



2 Fire Prevention

Be careful to extinguish fires at your boarding house or apartment!

- If you use fire, be careful of the equipment around it! Be careful to prevent any accident, such as electrical leakage, especially when using an electric appliance.
- Bonfires inside buildings are prohibited!
- Do not throw cigarette butts on the floor!
- Do not put any flammable goods near heating equipment.
- Avoid exceeding the capacity of electrical outlets
- Make sure that the fire has been turned off after using heating equipment.
- Do not forget to check for fire after using a facility!
- Do not put any goods on aisles and stairs and avoid blocking traffic or evacuation routes.
- Join firefighting training proactively and learn about your role.

In case of a fire



Call 119

See PP.37 – 38 and PP.40 – 45 for emergency response.

3 What to Do When Disasters Occur

1. When a Fire Occurs

- (1) Alert people around immediately.
 - ① Shout “Fire / KAJI” and alert people around.
 - ② If a fire alarm is available then use it, and make an emergency call to 119.
- (2) Put out the fire.
 - ① Secure the evacuation route to protect one’ s self first and then put out the fire with a fire extinguisher, a cushion, a wet towel, etc.
Be aware that a fire extinguisher and water cannot be used for a fire caused by certain chemicals.
※In general, the fire before reaching the ceiling can be extinguishable.

3 Principles When a Fire Occurs

① Alert immediately

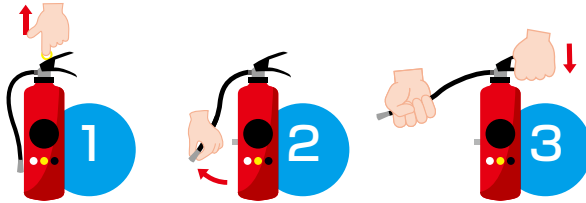
② Put out fires immediately

③ Evacuate immediately

- ② If required, organize a private fire brigade and fight the fires.
 - ③ When the fire department arrives, report the situation and cooperate to fight the fire as possible.
- (3) Evacuate Immediately.

When the fire reaches the ceiling, do not try to extinguish. Evacuate as instructed below.

- ① Cover your mouth and nose with a wet handkerchief or a towel and keep one's posture low when evacuating.
- ② When shielded by a smoke, place a hand on the wall to check the direction to evacuate.
- ③ When evacuate, close doors and windows of burnt room to prevent fire from spreading.
- ④ Do not go back in after evacuate.



2. What to Do When an Earthquake Occurs

(1) When an Earthquake Occurs

- When you are in a research room, an office, a classroom, etc.
 - ① Hide under the table and protect yourself from any objects that can fall (bookshelves, blackboard, lights, etc.)
 - ② Those who are closest to a door should open the door to secure an exit route.
 - ③ Those who stay by a window should close a window shade or a curtain to prevent scattering of broken glasses and stay away from the window immediately.
- When you are in a laboratory
 - ① Put out any fire immediately and turn off all electric devices. If putting out a fire is not possible due to the large shaking, then ensure your safety first.
 - ② When a fire occurs, execute the initial fire-fighting with a fire extinguisher after the shaking stops.
 - ③ To prevent secondary disasters, handle dangerous objects with a special care.
- When you are in a hallway
 - ① There is a danger that the walls may collapse, so cover your head with clothes or belongings and hide under the table of the nearest classroom immediately.
 - ② In case when classrooms are not available, stay away from any objects that can fall, cover your head with clothes or belongings and bend down.
- When you are on an elevator
 - ① Press all floor buttons of the elevator and get off at any floor it stops.
 - ② If trapped in the elevator, press an emergency button or use an interphone to ask for help.
- When you are in a library, gym, cafeteria, etc.
 - ① Stay away from any objects that can fall (bookshelves, locker, vending machine, etc.)
 - ② Turn off any electric devices in use.
- When you are outdoors
 - ① Stay away from any objects that may collapse such as buildings, concrete walls, etc.

(2) After the shaking stops

- ① Evacuate to the nearest evacuation area.
- ② Confirm the safety of each other in your research room, office, etc.

3. What to Do When a Heavy Rain or Typhoon Occurs

(1) When a heavy rain or typhoon occurs

- ① Pay attention to the weather information, inspect the building of your residence and reinforce as necessary.
- ② Stay away from large trees and concrete walls which may collapse. Move cars, motor bikes and other vehicles as necessary.
- ③ At lowland areas, strive to prevent floods by preparing sandbags.
- ④ Close a window shade or a curtain to prevent scattering of broken glasses and stay away from the window immediately.
- ⑤ At the areas where susceptible to landslides, prepare for the evacuation as early as possible.

3 Principles When an Earthquake Occurs



3 Principles When a Heavy Rain or Typhoon Occurs



■ Kyushu University Safety Confirmation System

Kyushu University operates the ANPIC safety confirmation system to ensure that the safety confirmation process can be carried out promptly and without fail in the event of a major disaster or other crisis.

If an earthquake of intensity 5 upper or greater, or any other major disaster occurs in Fukuoka Prefecture or neighboring prefectures, this system will automatically send a mass email to the Primary Mail Service email addresses (registered with the Student Portal) of the university's students, asking them to confirm their safety. Please carry out the initial setup process (full registration) so that you can receive notices from and send reports to the safety confirmation system via the app and LINE on your smartphone or other communication device. If you usually use feature phone, please add its e-mail address to this system.

If such an emergency occurs, please ensure your safety promptly and report your safety status to the university's headquarters.

- For more details

Kyushu University Safety Confirmation System

<https://www.kyushu-u.ac.jp/en/university/approach/risk-management>

- Initial Setup Site

<https://anpic-kyushu-u.jecc.jp/kyushu-u/regist/>



- Contact Information:

- General Affairs Section 1, General Affairs Division, General Affairs Department
anpic@jimu.kyushu-u.ac.jp

■ Emergency contacts in case of a disaster

If a disaster takes place within the campus, please inform a relevant administrative department immediately (inform the guard station outside regular hours).

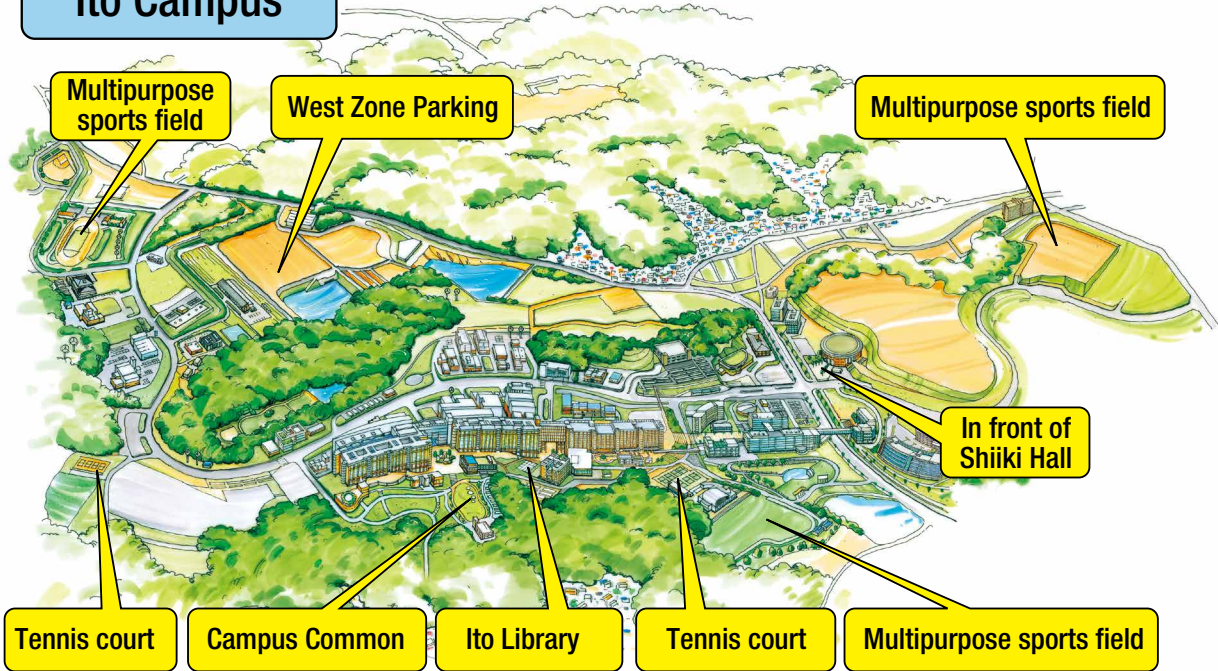
Contact of guard stations in each campus

Ito Campus (in front of Big Orange)	☎ 092-802-2305 or ext. (90) 166
Hospital Campus (East Gate)	☎ 092-642-6019
Hospital Campus (reception outside regular hours, first floor of the South Hospital Building)	☎ 092-642-5019
Chikushi Campus (Onojo Gate)	☎ 092-583-7117
Chikushi Campus (Kasuga Gate)	☎ 092-583-7135
Ohashi Campus (in front of the Main Gate)	☎ 092-553-4428

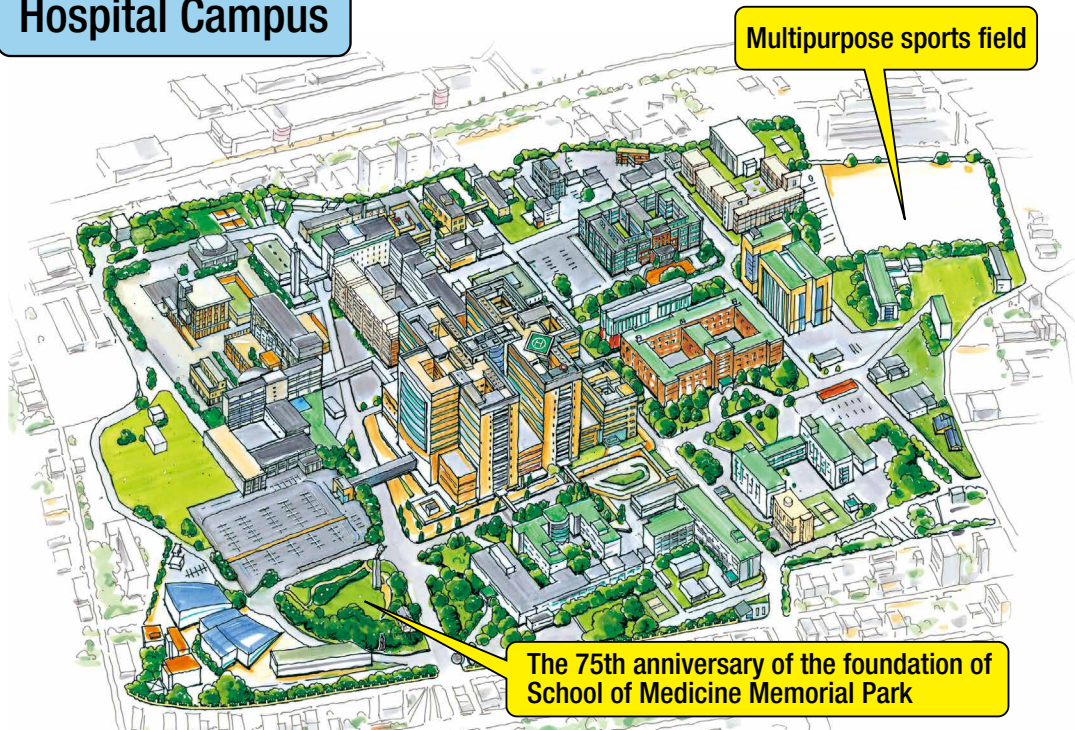
Evacuation areas in each campus

Kyushu University has designated evacuation areas to keep students and faculty members safe in the case of a disaster. Please make sure to check the location in advance to prepare for an emergency.

Ito Campus

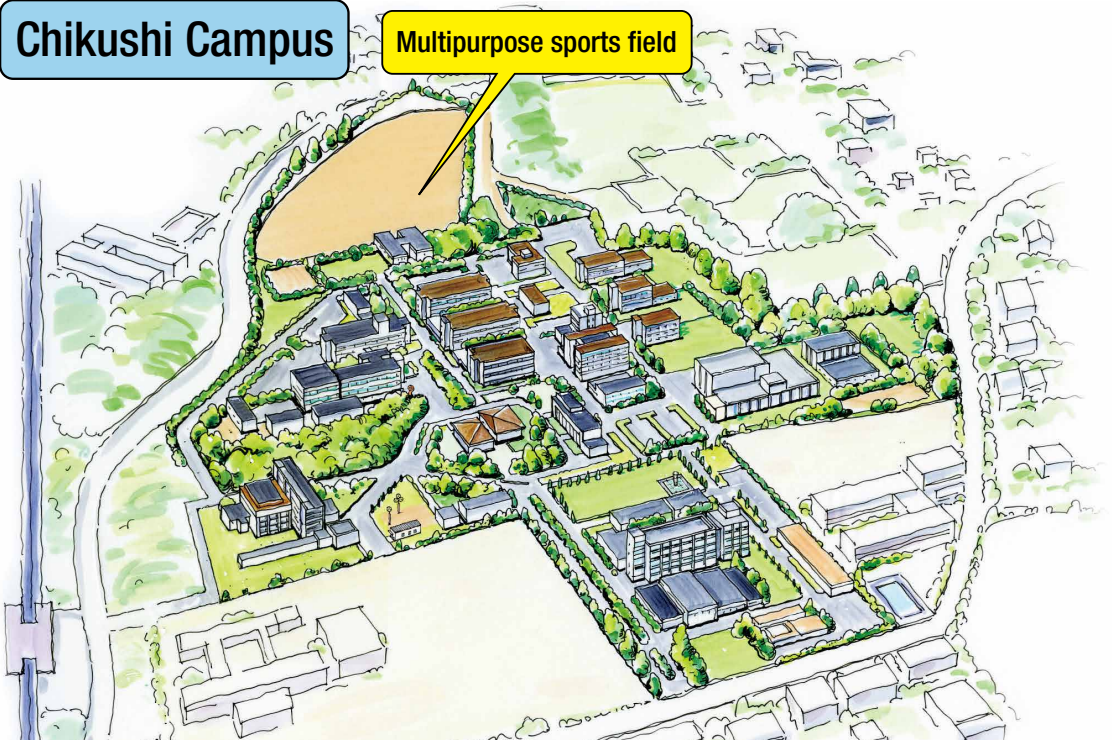


Hospital Campus



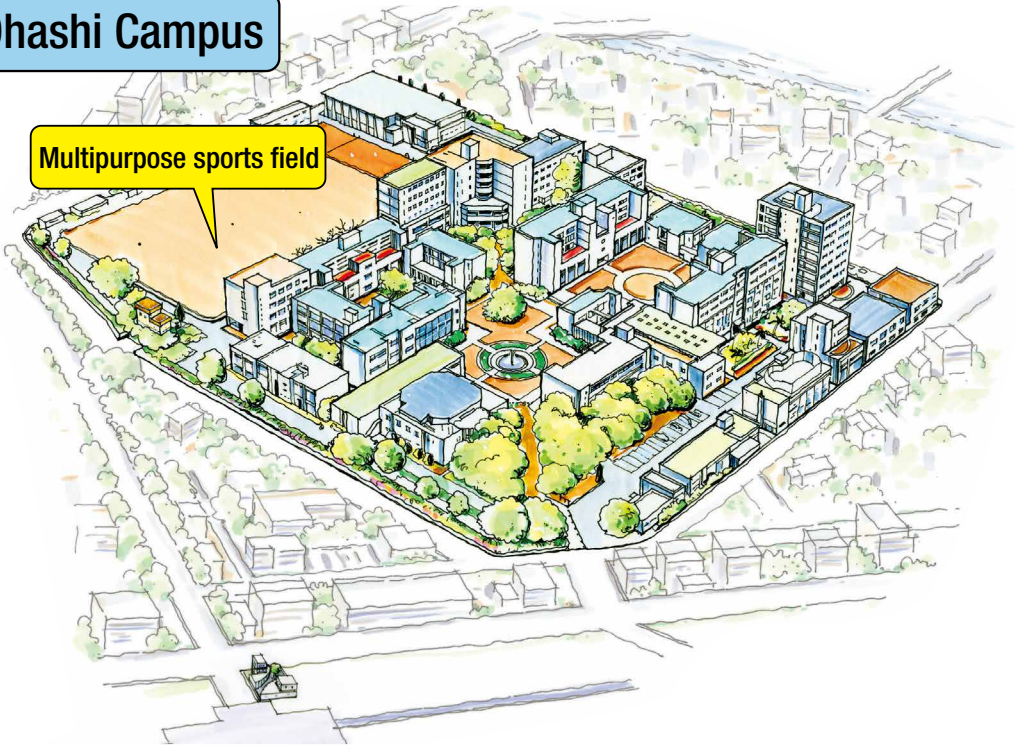
Chikushi Campus

Multipurpose sports field



Ohashi Campus

Multipurpose sports field



4 Prevention of Accidents at Sea and the Mountains

Many young people are involved in an accident at sea and on mountains across the country. Serious accidents will impact your future and plunge your family into an unimaginable sorrow. Plan carefully and put safety before everything else when you go to the sea or the mountains. Also, please submit your itinerary to the student support desk.

In you are involved in an accident by any chance

Contact the student support desk!

See also Safety Measures for Curricular and Extracurricular Activities (P.35).

5 For Students Who Will Travel Overseas

- Submit a notification of overseas trip to the student support desk.
- Be careful to keep yourself safe!
- Avoid any unreasonable plans.
- Follow advice and instructions from the diplomatic mission.
- Seek advice from doctors concerning health management and medical supplies that should be carried with you.
- If you are involved in an incident or accident, contact and consult with the diplomatic mission!



Chapter 4. Harassment

1 Prevention of and Measures against Harassment

Kyushu University tries to prevent and takes measures against harassment given that it is a conduct that seriously compromise the environment for study, work and education for students and faculty members.

To realize an integrated and comfortable campus life without harassment, each of you must deepen the understanding of these issues and address them in a sincere manner.

! Be careful!

- Sexual harassment refers to sexual speech and behaviors that makes others uncomfortable, regardless of what the intention of the offender is. It includes such conducts as forcing someone to date or have a sexual relationship by misusing one's hierarchical relationship or position, subjecting others to advantages or disadvantages based on the response to sexual speech and behaviors, sexual speech and behavior or presentation of sexual images that are not desired by others, and sexist speech and behaviors.
- Sexual harassment often takes place between relationships where one side has a stronger power than the other, such as those between a senior student and junior student, superior and subordinate, and tutor and student. In addition, sexual harassment is not just man-to-woman, but also woman-to-man, man-to-man, and woman-to-woman.
- Power harassment refers to repeated speech and behaviors to put down someone by misusing one's position (power) and influence within the university. When it is related to education and research, such conduct is especially called "academic harassment," which includes obstructing someone's study and employment, abandonment of tutoring, and coercive speech and behaviors, for example.
- Power harassment is not always conducted by a person in a higher position to a person in a lower position. The latter can also apply power harassment to the former by such means as taking advantage of numerical superiority.
- Harassment due to pregnancy, childbirth, childcare leave and nursing care leave refers to speech and behaviors on the use of systems or measures relevant to pregnancy or childbirth that harm work environment, speech and behaviors on the use of childcare leave system and nursing care leave system that harm work environment, and speech and behaviors about being pregnant and any other pregnancy and childbirth related matters that harm work environment.
- In addition to above, harassment outside of education, study and employment can also happen. Examples of such conducts are unreasonably keeping out someone from a group, bullying, forcing someone to drink, disturbing acts under the influence of alcohol, forcing someone to commit wrongful acts, persistently inviting someone to be engaged in a religion or ideological group.

For example, these acts constitute sexual harassment.

- Forcing someone to date by suggesting such things as giving a university credit or promoting that person: or, when turned down, giving that person an unjust score or personal evaluation. Touching someone's body unnecessarily, and when refused, getting angry or start to bully that person.
- Making stereotyped, sexist comments, such as the ones starting with "women/men are always..."
- Forcing someone to take care of drinks at a drinking party or to sing a duet at karaoke.
- Treating a person who is homosexual or has gender dysphoria in a discriminatory manner.

For example, these acts constitute academic harassment.

- A faculty member does not provide research guidance or gives excessively strict guidance only to a specific student.
- Belittling someone in front of others at a seminar and other occasions, or repeating comments that deny someone's dignity, such as "You will never learn no matter how much I tell you" and "You are incapable."
- Obstructing the graduation or employment of a student. Not giving a credit without any reasonable ground.
- Changing the name of the author of a thesis to cause a disadvantage, without reasonable ground, or excluding someone from a research team. Keeping someone from using experiment equipment, reagent, etc.

For example, these acts constitute power harassment.

- Repeating comments that deny someone's dignity, such as "You idiot," "You should leave the school," "You are unwanted," or "You are useless."
- Taking a cold attitude toward a specific person or degrading someone in front of others.
- Annoying someone by such means as ignoring that person even when he/she follows the guidance, or not providing that person with necessary instructions.

For example, these acts constitute harassment due to pregnancy, childbirth, childcare leave and nursing care leave.

- A faculty member, who receives consultation about taking a leave of absence due to childbirth, makes a comment such as "If you take a leave of absence, you should withdraw."
- A faculty member makes a comment such as "it is your personal problem" and does not approve a student to absent a seminar due to pregnancy related sickness.
- A classmate repeatedly makes a comment such as "She does not consider about others and she causes a trouble" to a pregnant student.
- A faculty member repeatedly makes a comment such as "I do not teach to a student who gets pregnant while in school." Putting a student into a situation not being taught or in a similar situation.

2 In Order Not to Become The Offender of Harassment

- Even when it is something you never care about, others may perceive it in a different way. Be aware that there are variety of ways people perceive things depending on age, sex, position and culture.
- Respect the dignity and intention of others. Try to think from the other person's point of view.
- Try to contain yourself so as not to take your anger out on others or behave emotionally.
- It is important to be careful in your everyday life to prevent yourself from becoming an offender of harassment without noticing.
- Try to build an open environment where persons can speak out and share your feelings and thoughts with each other.
- Learn about harassment using leaflets, websites, and study sessions on harassment prevention.

3 To Prevent the Harassment Issues from Worsening

- Avoid making selfish assumptions, such as thinking the person does not feel uncomfortable just because you have not been subject to protest. Others may not always express their intention clearly enough, especially when there is a power imbalance between you and that person.
- If you come to know that the person feels uncomfortable, don't repeat that comment or act.
- If you have committed a conduct that constitutes harassment, apologize to that person immediately and try to maintain a good relationship in a sincere manner.
- When you are not sure if your speech or behavior is considered to be harassment or when you are told by someone that he/she committed harassment and are not sure how to respond to it, we recommend that you consult the Harassment Consultation Center. You can prevent the issues from worsening by responding to them at an early stage.

4 If You Witnessed Harassment

- Warn the person who makes harassing comments or behavior, if possible.
- Talk to the person who is subject to such misbehavior and listen to them carefully.
- It is important not to criticize the offended person, such as saying that he/she is also the one to be blamed, or taking actions without the agreement of that person.
- Recommend that the offended person consult someone he/she can trust and visit the Harassment Consultation Center. If the person has little knowledge about harassment, you can also give him/her a copy of the Kyushu University Harassment Prevention Guidelines and leaflets of the Harassment Consultation Center.
- If you are involved in a harassment case and not sure about how to cope with it, please visit the Harassment Consultation Center. (Consultation from a third party is also welcome.)

5 When You Are Harassed by Someone

- Don't blame yourself.
- It is important to express that you are disturbed. However, criticize yourself even if you cannot do so.
- Don't keep it to yourself and talk to friends or faculty members you can trust. Harassment is not only your problem.
- Keep as much of a record as possible (when, where and what). If you have a witness, ask that person to give testimony.
- If you have no one to talk about the problem, visit the Harassment Consultation Center.

Kyushu University provides the Kyushu University Harassment Prevention Guidelines to disseminate information on the prevention of harassment and basic efforts for solution of this issue.

In addition, it has also introduced the Harassment Consultation Center and advisors on each campus to respond to requests for consultation and complaints concerning harassment. You can consult with any adviser regardless of your affiliation.

The Harassment Prevention Guidelines and name and exclusive email address of the advisers are listed on the university website (<http://www.kyushu-u.ac.jp/ja/university/publication/harassment/>) (see the page of harassment prevention and measures under the general information page).

Moreover, you can make a reservation for consultation at the Harassment Consultation Center at its website (<http://harassment-cc.kyushu-u.ac.jp>).

Consultation desk

Kyushu University Harassment Counseling Center ☎ 092-802-6091 📠 092-802-6092

E-mail : syjsoudan@jim.kyushu-u.ac.jp



Chapter 5. Safety Measures for Curricular and Extracurricular Activities

I Safety Measures

1 Precautions for Experiments and Practical Training

Each faculty and institution provides a manual and guidance and advice for prevention of accidents during experiment and practical training. Strictly follow the class guidance and instructions from tutors and senior students and make sure to check anything unclear to insure safe implementation of experiments and practical training.

In addition, keep the Safety Guidelines (P.40-) in mind during experiments and practical training to be prepared for an emergency.

Electricity

- Check for short circuit and leakage.
- Follow instructions when turning switches on and off.
- Don't touch plugs and switches with a wet hand.
- Turn off the switch when finishing or suspending the operation.

**High current is particularly dangerous!
Follow the manual and conduct a safety check!**

Chemicals

- Wear a laboratory coat.
- Wear safety glasses as needed.
- Wear rubber gloves when handling hazardous chemicals.
- Make sure that there is no fire nearby.

Make sure to follow the instructions and check the label on the containers!

Machine tools

- Wear work clothes, safety glasses and work shoes.
- Confirm the safety of the surroundings when turning on switches.
- Set or remove the workpiece after the machine has completely stopped.

**Be careful not to be caught in the machine or pinched by any parts!
Be careful not to touch the working parts!**

Other dangerous materials

- Watch for safety when handling other dangerous materials, such as living things, gasses, laser and X-ray.
- Do not talk, play or do other things during an experiment.
 - Make sure to follow the manuals and instructions.

Make sure to be prepared, change your clothes, take protective measures, tidy up, and check for safety!

2 Engage in Safe and Healthy Extracurricular Activities

Watch out for injuries and accidents whenever you are engaged in extracurricular activities, and implement a reasonable plan carefully with the first priority on safety. Follow the instructions and advice from the tutor, trainer and leaders, and conduct safe and healthy activities for an emergency.

Causes for injuries and accidents

- 1) Activities exceeding one's capacity (a match with a person with much higher abilities, and plans and activities that are not suitable for one's physical capacity)
- 2) Accumulated fatigue
- 3) Carelessness or misjudgment

(Using the wrong weather forecast, insufficient inspection of equipment, misjudgment concerning the fatigue level of club members, etc.)

■ To prevent an accident

- 1) Understand the health conditions and physical capacity of yourself and your team members.
- 2) Excessive exercise in scorching heat may result in an accident. Also, be careful to replace water and lost salt.
- 3) Check the safety of facilities, equipment and tools constantly. Report to a relevant person immediately if you find any abnormality and refrain from using any facility or device until the safety is confirmed.
- 4) Prepare a training manual and include accident prevention measures in it.
- 5) Consider safety standards carefully for each event.
- 6) When you need to drive for an away match, drive safely and be careful not to cause an accident.
- 7) Performance and screen presentation without infringement of copyrights
Music and movie software is protected as a copyrighted work under the Copyright Act. If you perform or present it on screen to the public, you are required to have consent of the author, except when doing so for non-commercial purposes where you do not collect fees from an audience. Contact the copyright protection organizations and process copyright-related matters properly.

JASRAC Kyushu Branch ☎ 092-441-2285

■ To prepare for the risk of accident

- 1) Prepare a response manual for possible emergencies
(Emergency contact and measures for accidents)
- 2) Utilize the insurance system (such as sports accident insurance, in addition to university insurance)
- 3) Conduct rescue training
- 4) Prepare a first-aid kit
- 5) Obtain proper knowledge concerning first aid
- 6) If the activity will be conducted outside the campus, submit a camp/away match notification and off-campus event notification as early as possible.
- 7) Bring your health insurance certificate with you. Know your blood type.
(You can also test your blood test at the blood donation campaign conducted once a year.)
- 8) If an accident happened, regardless of whether it is during an away match or training, apply proper first-aid measures and then contact the supervisor faculty staff and the Student Support Division immediately.

Safety Manual for Extracurricular Activities <https://www.kyushu-u.ac.jp/ja/education/extracurricular/>

3 Volunteer Activities

While many regions are making efforts to recover from significant damages of disasters, such as the Great East Japan Earthquake and rainstorms, many students have joined reconstruction works as a volunteer. When you participate in such activities, do not forget to collect information on the situation of the affected area, act cautiously, and pay attention to the following matters.

【To ensure your safety】

- 1) If you will participate in a volunteer activity, please fill in and submit the designated form, which is available at the student support desk of each faculty and Extracurricular Activities Support Group, Student Support Division, Student Affairs Department, Ito Campus.
- 2) When you participate, please inform your guardian (the person who pays your tuition) and tutor in advance.
- 3) If you are participating as a group, such as university club, please inform the supervisor faculty staff in advance.
- 4) Subscribe to volunteer insurance.

4 Prevention of Climbing Accidents

- Bring proper equipment according to the purpose.
- Are your equipment, plan, skills, and physical capacity suitable for climbing?
- Understanding the weather condition is important in mountain climbing.
- Weather can change abruptly and become brutal in the mountains.
- Hiking registration is your safety rope to protect your life.
- You have a responsibility to avoid risks.
- Be careful particularly when the seasons are changing. Even when it is spring weather at the foot of the mountain, it may be more like winter higher up the mountain. Watch for avalanches, blizzards and ice.



Concerning accidents during extracurricular activities

Ito Campus Center Zone Extracurricular Support Section ☎ 092-802-5966

5 Emergency Contacts

In the case of an accident ► Call 119 / 110 first!

Contact of student support desks

Ito Campus East Zone

School of Letters/Education/Law/Economics & Grad School of Humanities/Human-Environment Studies/Law/Economics/
Integrated Sciences for Global Society & Law School ☎ 092-802-6381

Ito Campus Center Zone

Student Support Division
☎ 092-802-5961

Hospital Campus

Department of Medicine, School of Medicine/Graduate School
of Medical Sciences ☎ 092-642-6020

Department of Health Sciences, School of Medicine
☎ 092-642-6675

Faculty of Dental Science/Graduate School of Dental Science
☎ 092-642-6261

Faculty of Pharmaceutical Sciences/Graduate School of
Pharmaceutical Sciences ☎ 092-642-6541

Chikushi Campus

Interdisciplinary Graduate School of Engineering Sciences
☎ 092-583-7512

Ohashi Campus

Faculty of Design/Graduate School of Design
☎ 092-553-4423

Ito Campus West Zone

Faculty of Engineering/Graduate School of Engineering/Graduate School of Information Science and Electrical Engineering ☎ 092-802-2722

Faculty of Science/Graduate School of Science/Graduate School of Mathematics ☎ 092-802-4013

Graduate School of Systems Life Sciences ☎ 092-802-4033

Faculty of Agriculture/Graduate School of Bioresource and Bioenvironmental Sciences ☎ 092-802-4508

Contact during extracurricular activities

Ito Campus Center Zone Extracurricular Activities Support Group ☎092-802-5966

Contact in the case of incidents and accidents on holidays and during nighttime

Ito Campus

Security Office ☎092-802-2305

Hospital Campus

Security Office ☎092-642-6019

Chikushi Campus

Security Office ☎090-3196-3400

Ohashi Campus

Security Office ☎092-642-4428

II Insurance System

In modern life, there are risks of an accident for which a person cannot cover the entire damage within his/her own economic capacity.

Utilize an insurance system that fits you most and prepare for such risks.

1 Personal Accident Insurance for Students Pursuing Education and Research

Personal Accident Insurance for Students Pursuing Education and Research (PAS)

This insurance covers accidents during the lectures, experiment and practical training under the curriculum, extracurricular activities, university events (including internship and volunteer activities), commuting, and transportation between university facilities, and other unexpected accidents caused by a disaster that occurred within the university facilities. Many students across Japan subscribe to this insurance since the insurance premiums are relatively inexpensive.

Liability Insurance Coupled with PAS

This insurance covers the damage required by the law for injury and damages to someone's property caused during curricular programs, experiments, practical training, extracurricular activities, university events (including internship and volunteer activities), and transportation to and from such events.

You have to be a subscriber of PAS to take out this insurance.

**We recommend that all students to take out the above insurance as subscription is required for education practice, internship programs, and volunteer activities in most cases.*

PAS Desk Kyushu University Consumer Cooperation Union ☎0120-21-7131

2 Other types of insurance

■ Comprehensive Insurance Coupled with PAS

You may subscribe to this insurance when you consider the insurance coverage of PAS to be insufficient. It covers diseases and injuries in daily life, and it also includes liability insurance.

You have to be a subscriber of PAS to take out this insurance.

Student Support Division ☎ 0120-811-806 (Weekdays 9:30 - 17:00)

■ University Mutual Aid

This insurance is provided by the Consumer Cooperative Union. It covers campus life on a 24 hour, 7 day basis, from hospitalization and accidents during hang-gliding to fires at your apartment or dormitory and wind and flood damage.

Call the main office of the Kyushu University Consumer Cooperative Union ☎ 0120-335-770
Weekdays 9:40 - 17:30, Sat. 9:40-13:00

■ Sports Safety Insurance

This insurance is provided by the Sports Safety Association. In addition to sports groups, organizations engaged in cultural and volunteer activities can also subscribe to this insurance with inexpensive insurance premiums. The insurance covers accidents, etc. during the activities.

Fukuoka Prefecture Sports Safety Association Call Fukuoka Prefecture Office. ☎ 092-622-5775

■ Comprehensive insurance for students

This type of insurance is provided by private insurance companies. It covers general matters in campus life. The scope of this insurance is not limited to lectures or extracurricular activities, and there are a variety of insurance programs of this kind, such as one that covers accidents overseas. You can also combine two or more programs that you need.

■ Travel insurance

There are domestic and overseas types. Both of them cover injuries and diseases as well as damage of property during the trip. Some companies also provide a call center network with which you can talk in Japanese when you are involved in an accident overseas.

■ Automobile liability insurance

This is a compulsory insurance required by the law. This insurance applies to motorcycles as well. Please be careful regarding the expiration date.

■ Voluntary automobile liability insurance

This insurance covers the shortage of automobile liability insurance. The insurance premiums vary depending on the insured amount, driver's age, and accident record. Some insurance offers a discount for a lump-sum payment of annual insurance premiums.

■ Voluntary bicycle liability insurance

Even you ride a bicycle in conformity with the traffic rules, it's possible to have traffic accidents. You need to accept a claim for compensation in case of a victim gets injured.

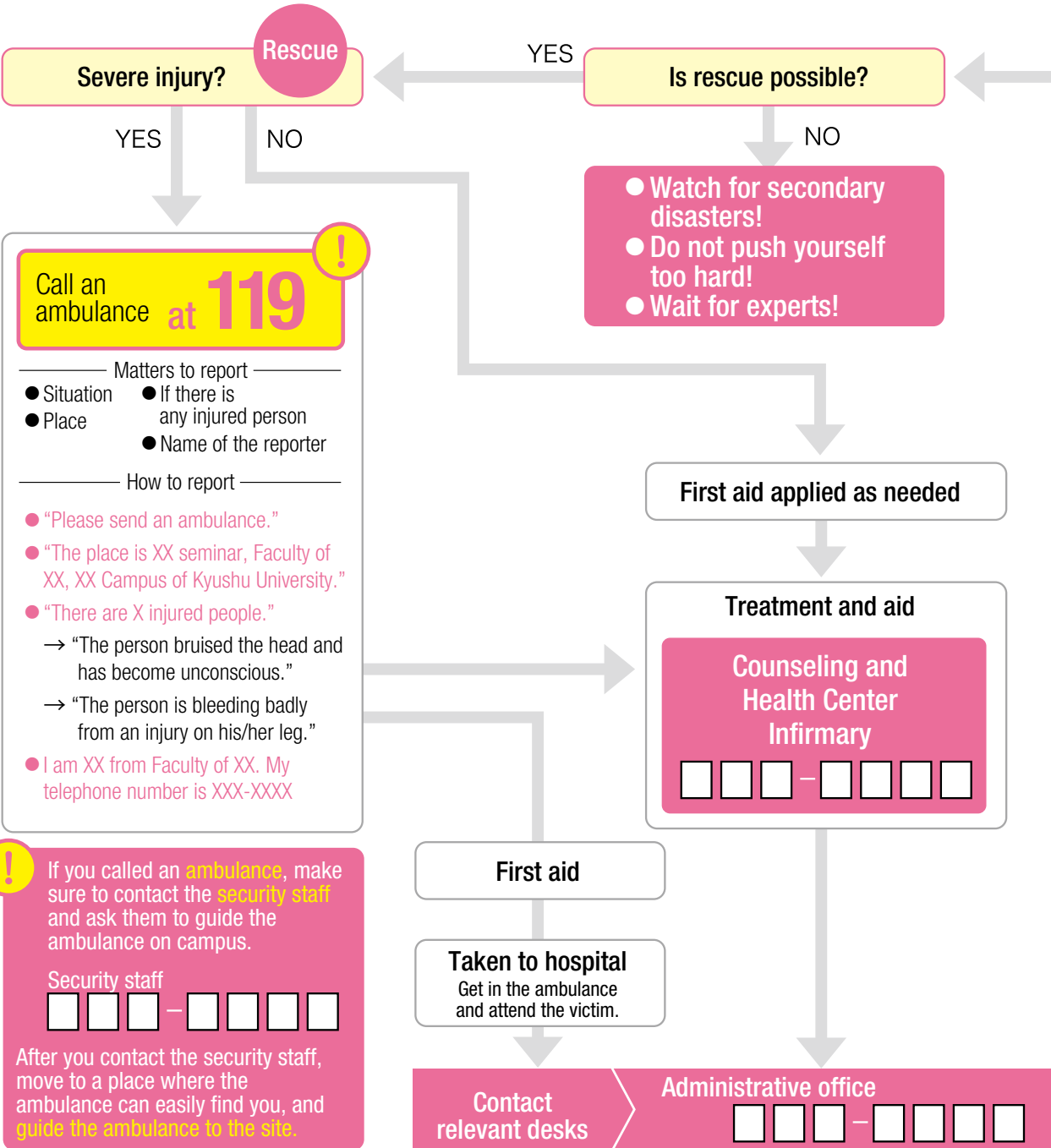
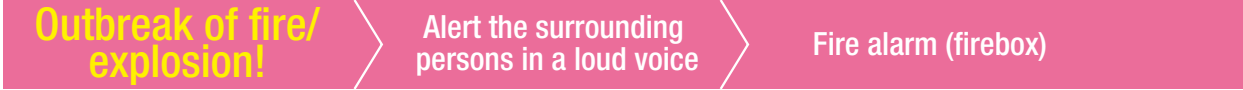
You're highly recommended to carry an insurance which is like The TS mark incidental insurance, or a liability coverage accident insurance by private insurance companies.

Emergency!

How to respond to

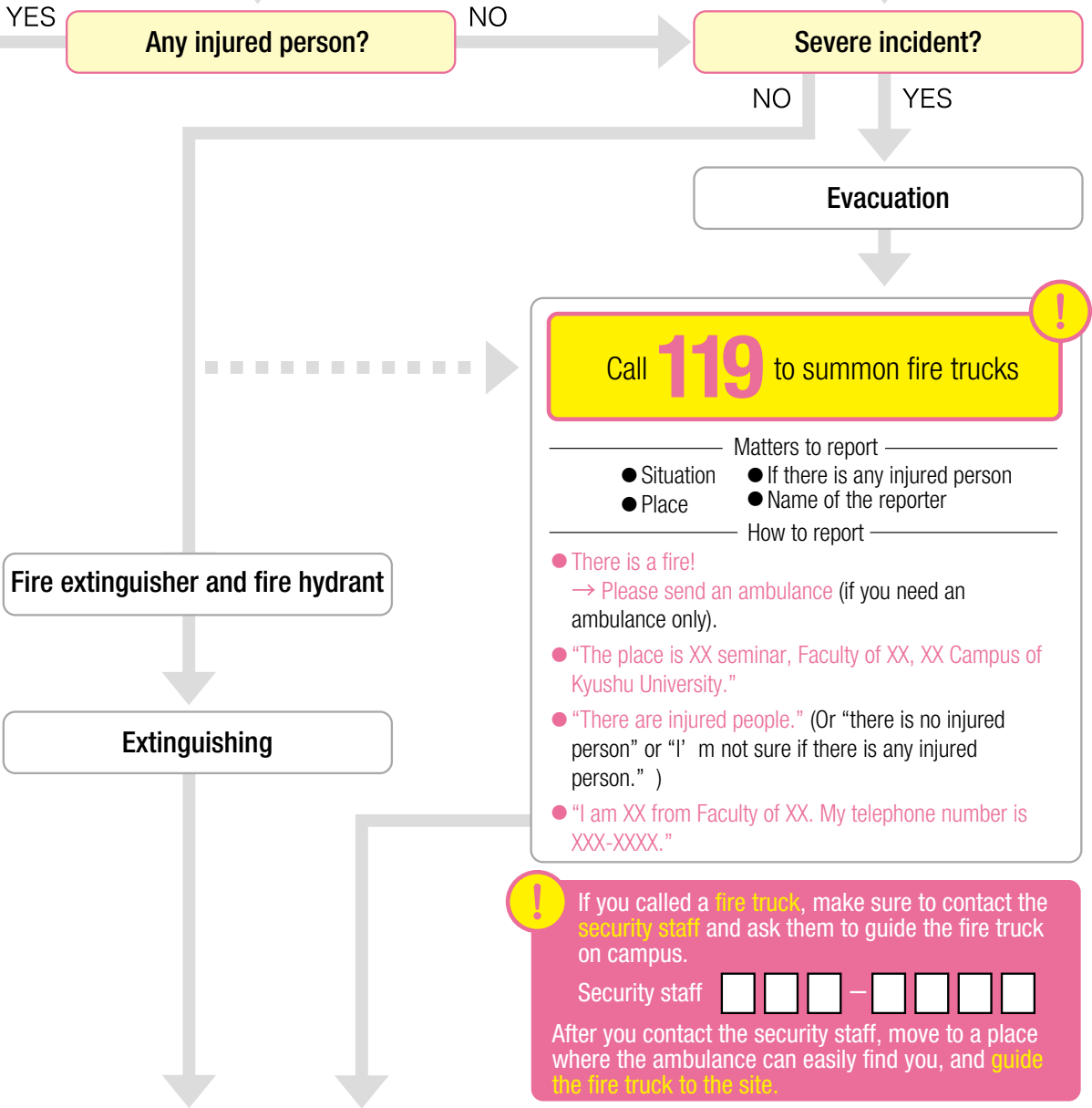
Fire/Explosion

☐☐☐☐-☐☐☐☐☐☐
 ▲ Fill in the contact number here.



■ If you don't know the telephone number, call 092-802-5925 (General Affairs Section, Student Affairs Planning Division, Student Affairs Department)

Maintain your awareness of risks and conduct safety management and confirmation of your surroundings constantly.



Research supervisor -

Nighttime and holidays -

Call **119** first in the case of a **fatal accident!**

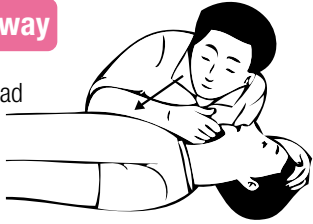
First Aid Check List

Is the person conscious? YES


NO

Secure an airway

Push down the head and lift the chin.




If you suspect that the person broke his/her neck, lift his/her chin with both hands.



Try not to tilt the head

If the person breathes → **Recovery position**


Tilt the head behind to secure the airway.




If the person does not breathe → **Artificial respiration**

Blow in quietly for two seconds two times


Securing an airway




Pinch the nose so that the air will not escape



Lift the tip of the chin with your fingers.




Confirm that the chest rises up



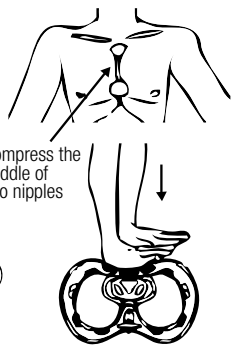
When there is no sign of circulation (regular breathing, cough and movements) → **Cardiopulmonary resuscitation**

Place one hand on the other and compress the breastbone about 100 times a minute vertically (the chest should sink 4-5cm).

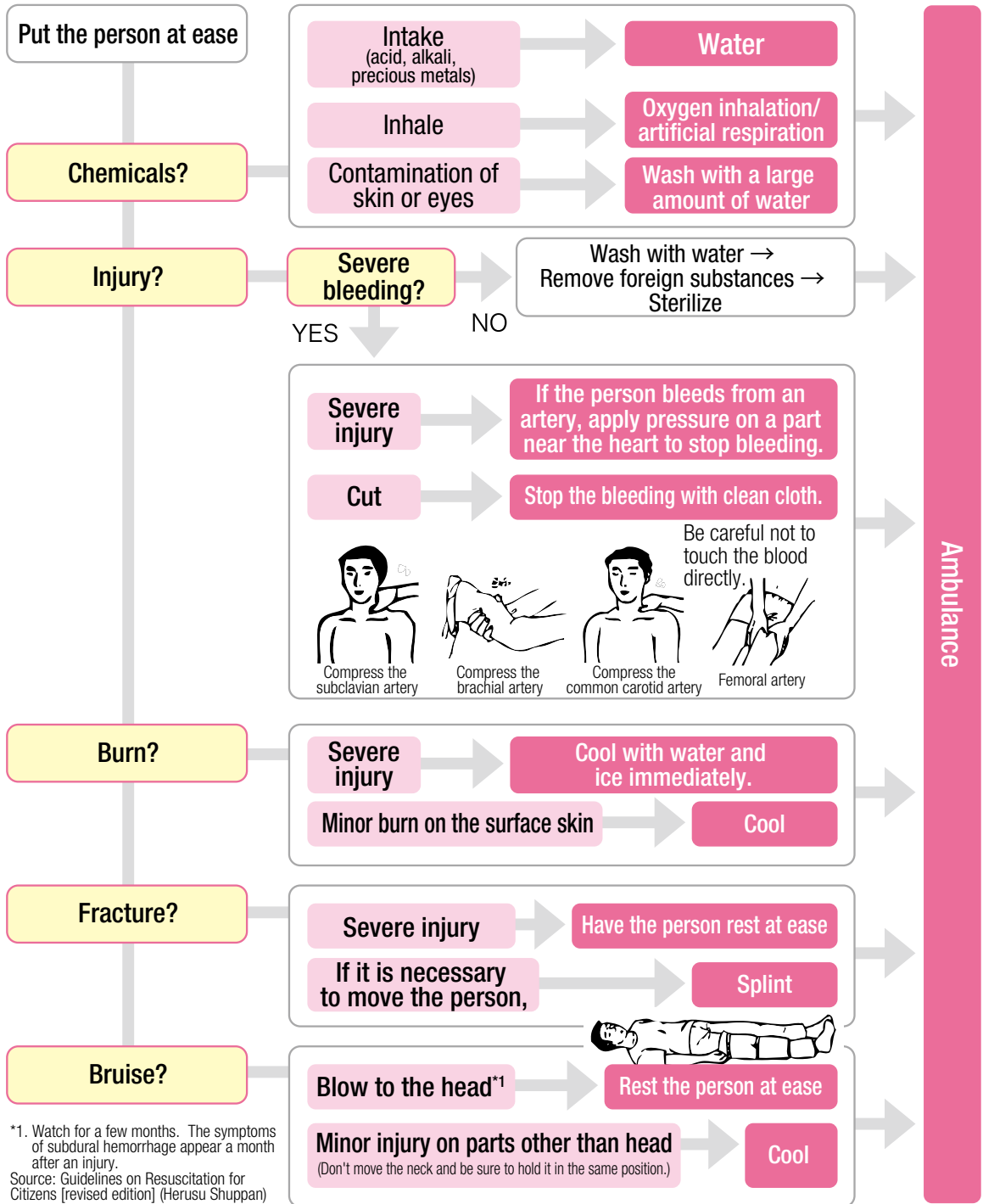


<When you are the only rescuer> Apply artificial respiration twice and then CPR 15 times. Repeat.

Compress the middle of two nipples



After completing a series of these procedures, call **the Counseling and Health Center.**



*1. Watch for a few months. The symptoms of subdural hemorrhage appear a month after an injury.
Source: Guidelines on Resuscitation for Citizens [revised edition] (Herusu Shuppan)

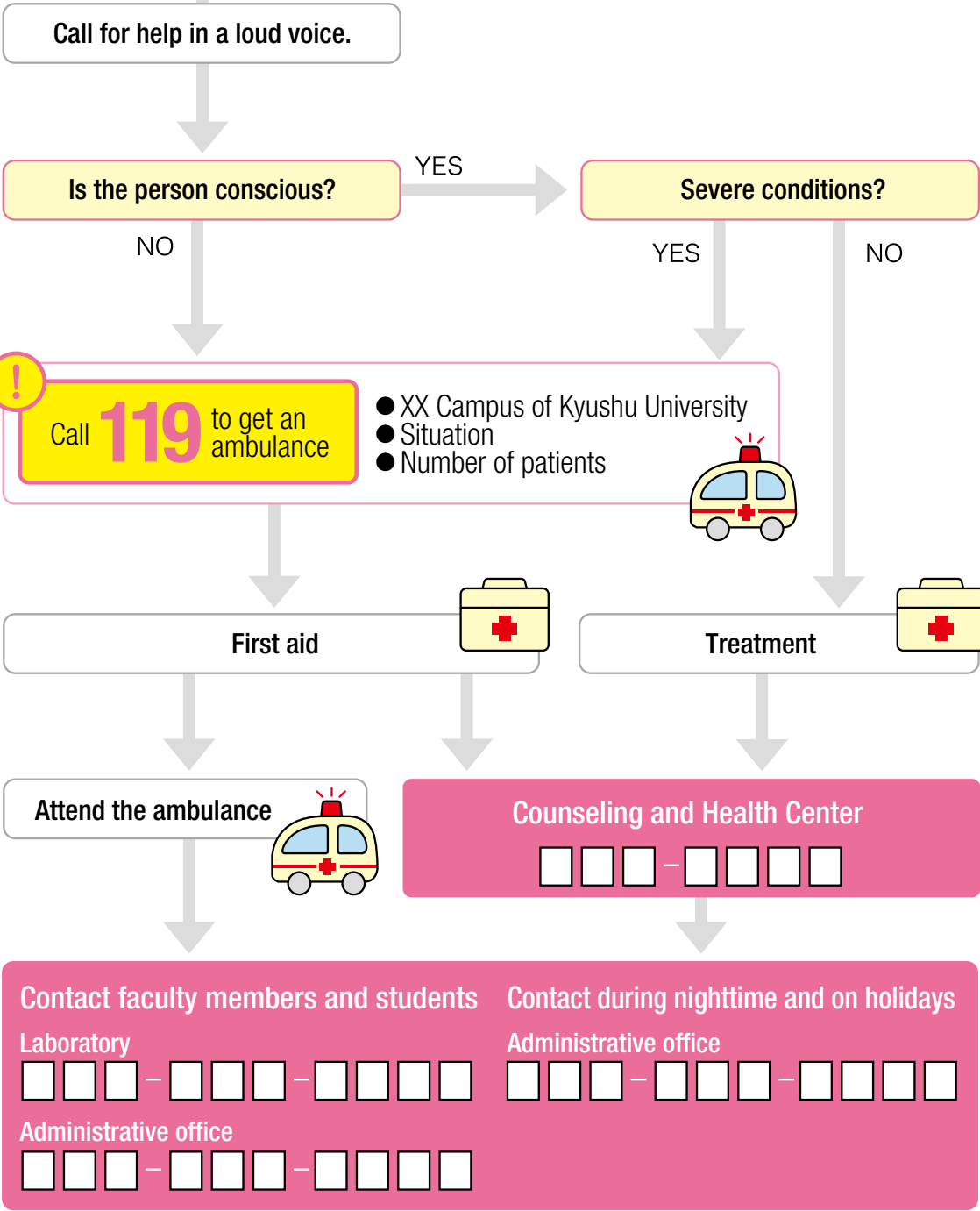
Fatal accident/ seizure

How would you react in case of an emergency

-

▲ Fill in the contact number here.

Injury/seizure!



Emergency contact

Ito Campus					
Fire 119	Nishi Fire department	806-0642	In-campus contact	Student Support Division	802-5961
Gas leakage	Saibu Gas	631-0919			
Security staff	Main gate	ext.2305	Police 110	Nishi Police Station	805-6110

Hospital Campus					
Fire 119	Higashi Fire Department	683-0119	In-campus contact	General Affairs Group 1, General Affairs Division	642-6236
Gas leakage	Saibu Gas	631-0919		Student Affairs Division	642-6532
Security staff	Higashi gate	ext.5017	Police 110	Higashi Police Station	643-0110

Chikushi Campus					
Fire 119	Kasuga, Onojo, Nakagawa Fire Departments	584-1191	In-campus contact	Miscellaneous Group 1, General Affairs Division	583-7502
Gas leakage	Saibu Gas	631-0919		Student Support Desk, Student Affairs Division	583-7512
Security staff	Onojo gate (only at night)	ext.7117 (090-3196-3400)	Police 110	Chikushino Police Station	929-0110

Ohashi Campus					
Fire 119	Minami Fire Department	541-0219	In-campus contact	Miscellaneous Group, Miscellaneous Division	553-4408
Gas leakage	Saibu Gas	631-0919		Student Support Desk, Student Affairs Division	553-4418
Security staff	Main gate	ext. 2227 (553-4428)	Police 110	Minami Police Station	542-0110



Campus Life Handbook

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