

<p>AY 2024</p> <p>Schedule for Enrollment Status related matters</p> <p><for September Entrants></p> <p>- Leave of Absence, Withdrawal, Graduation, and Completion -</p>
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※For details other than the schedule, check the Course Guidebook

※NEXUS program students who are not in the College of Intercultural Communication should refer to the "Enrollment Status related schedule (April entrants)"

Academic Affairs Office

【Procedures for leave of absence】

<Submission and Distribute period of Request for Leave of Absence>

Semester of Leave of absence	Distribute and submission period	Period of Leave of absence	Office in charge
Spring semester AY2024	February 1, 2024(Thu.) – May 31(Fri.)	Until September 19, 2024 (Thu.)	Academic Affairs Office
Fall semester AY2024	August 1, 2024 (Thu.) – December 3 (Tue.)	Until March 31, 2025 (Mon.)	Academic Affairs Office

★For the procedure of Leave of absence, please confirm from [here](#).

【Procedures for Withdrawal】

<Submission and Distribute period of Withdrawal Application and Tuition Reduction>

Withdrawal Request Submission and Distribute date	Reduction amount	Form distribute and submit place
By May 31, 2024 (Fri.)	1/2 of tuition and fees and other required costs (incl. enrollment fee)	Academic Affairs Office*3
By September 19,2024 (Thu.)	None *1	
By December 3, 2024 (Tue.)	Total costs apart from Rikkyo Student Mutual-Aid Health Insurance Union fees (two or more years of enrollment)	
By Last of May 2025 *4	1/2 of tuition and fees and other required costs (incl. enrollment fee)	
By September 19,2025 (Fri.)	None *1 *2	

*1: Students must pay the designated tuition and fees and other costs for the relevant year.

*2: Details will be announced in AY2025.

*3 : For the procedure of withdrawal, please confirm from [here](#).

*4 : It will be featured in next year's R Guide.

★Please check with the Academic Affairs Office for information on withdrawal dates and tuition reduction for NEXUS Program students.

【Graduation/ Completion -related Matters】

<Date and method of announcement of Graduation>

Date of announcement	Method of announcement
September 3, 2024 (Tue.)	Via the Grade Reference System

【Matters related to Request for Repetition of a Year】

<Distribution/ Application Period and Where to Distribute and Submit>

Distribution period	Application period	Office to submit
July 1, 2024 (Mon.) – September 10, 2024 (Tue.)	September 3 2024 (Tue.) – September 10, 2024 (Tue.)	Academic Affairs Office*

<Announcement of result/ Method>

Date of announcement	Method of announcement
September 7, 2024 (Tue.)	Via the Grade Reference System

【Matters related to Extended-term Graduation/Completion】

<Distribution/ Application Period and Where to Distribute and Submit>

Distribution period	Application period	Office to submit
December 2, 2024 (Mon.) – January 21,2025 (Tue.)	January 8,2025 (Wed.) – January 21,2025(Tue.)	Academic Affairs Office*

<Announcement of approvals/ Method>

Date of announcement	Method of announcement
February 28, 2025(Fri.)	Via the Grade Reference System