

9

**Information on “scholarships,” “job search.” and
“events” is distributed by e-mail.
- Private-expense International Students News**

The International Support Office of the Hosei University Global Education Center distributes various kinds of information related to your campus life by e-mail in the form of “Private-expense International Students News.”

<Content of mail news >

The mail news provides the following information:

- Scholarship information

Information on scholarships for international students is provided.

However, the most precise and detailed information about scholarships is posted on the notification board of each campus and HP as in the past. Be sure to check the notification board before applying for a scholarship.

- Housing information

Information on the invitation of tenants of student halls and company dormitories available for international students and other dormitory-related information are provided.

Check the notification board on your campus before making an application.

- Job-hunting information

The Career Center also distributes mail news for international students. Job-hunting information is usually provided by the Career Center, but information may also be provided by the International Support Office of the Global Education Center in urgent or other special cases.

- Information on various events

Information on various on- and off-campus events for international students is provided.

<Targets of distribution >

Privately funded international students who are enrolled in this university and who have “College Student” residence status (including those in the application process)

Registration of freshmen takes time. Please note that the start of e-mail news distribution to freshmen may be around June.

<Method of distribution >

This mail news is sent to your Gmail address (address provided to you by the university). Be sure to check the Gmail account regularly, as it is used to send important information when it is difficult for students to check the notification board (e.g., in times of disasters).

* Your Gmail address provided by the university is “.....@...hosei.ac.jp.”

Your ID and password are those that were provided at the time of school guidance/orientation in your first year (same as the ID/password for the New Information System).

If you lost your ID/password, follow the reissue procedure at the Information Center on your campus.

What is Gmail?

Gmail is a webmail service that can be used from wherever you have access to the Internet. It is free of charge and very easy to use.

Be sure to check your Gmail account regularly, as various messages and communications from the university, in addition to those from the International Support Office of the Global Education Center, are sent to the address provided by the university.

You can also check your Gmail account from external e-mail programs in any environment where you have access to the Internet (incl. mobile phones) by setting the mail forwarding status in advance.

For details, visit the URL below or read “How to use Gmail” on the following pages.

Login address

<http://mail.google.com/a/stu.hosei.ac.jp/>

Manual (Only Japanese)

https://netsys.hosei.ac.jp/manual/manual_list.html

* Mail news is only a supplementary means of information communication and is not a replacement of the notification board. For precise information, be sure to check the notification board. Please note that no compensation is provided for disadvantages caused by failure to deliver mail news.

Notes

- Do not enter an address set as an alias for the forwarding address.
- When using a mobile phone address for forwarding, check the call rejection status to make sure that you can receive forwarded e-mails from the university.

Gmail automatic forwarding setting

Step 1

Click the "gear" icon on the upper right of Hosei University Gmail screen, select "Setting" (設定) from the drop-down list, the setting screen of Gmail for Hosei University opens.



Step 2

By clicking ① "Mail Forwarding and POP / IMAP" (メール転送と POP/IMAP) from the tab on the upper part of the setting screen and selecting ② "Add Forwarding Address" (転送先アドレスを追加), the entry screen for forwarding destination mail address is displayed.



Step 3

Enter the forwarding destination mail address in the "Add Forwarding Address" box and select "Next" (次へ) and "Continue" (続行).

