



University Community Services Division

OIST Resource Center

Recreation Services





What is Resource Center?

- **A part of University Community Services**
- **An office where OIST students, staff, and their family members can receive daily-life support**
- **Services vary from assistance in applying for Japanese sim cards to assistance in converting overseas driver's licenses**



Who can use the services?

- **OIST students**
- **OIST staff/faculty**
- **Visiting researchers**
- **OIST-invited guests**
- **Family members/domestic partners of the above**



Our services include...

- **Sim card application assistance**
- **Driver's license conversion assistance**
- **Paperwork assistance**
- **Rental car reservations**
- **Providing info on schooling options available in Okinawa**
- **AC cleaning reservations**
- **Rescheduling deliveries**

...and many more



Access cards for family members

- **Family Member Access Card**
 - ✓ Family member who is 18 and over can apply for a Family Member Access Card
 - ✓ This card allows family members to access to designated areas in the lab buildings to attend language classes, etc.
 - ✓ If the family member wants access to OIST gym, they first need to apply for a Family Member Access Card to get gym access on it
- **How to apply for the card**
 - >> visit our website
 - >> read the regulations
 - >> download the application form
 - >> take online safety orientation
 - >> complete online registration form
 - >> collect the card from our office when it's ready



Driver's license conversion

- **If you have a valid overseas driver's license, you can convert it to a Japanese license**
- **The process is called driver's license conversion**
- **We assist people with this process by...**
 - ✓ Providing info on required documents
 - ✓ Booking an appointment at the driver's license center
 - ✓ Giving a ride to/from the license center
- **[IMPORTANT] Book an appointment for this process asap**
The earliest available appointment slot is early October 2024



Important notice if you plan to own a car in Japan

- **Ensure the inspection is up to date**

It's illegal to drive a car without a valid vehicle inspection a.k.a. Shaken, or JCI inspection, which runs out every two years.

When you purchase a car, make sure to check the expiry of the inspection.

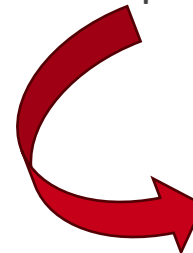
We can help you check the expiry of the inspection if you are not sure how to check it

We can help you make arrangements with a local car service garage to renew this inspection.

Example of an inspection certificate:

自動車検査証			
自動車登録番号又は車両番号	登録年月日/交付年月日	初度登録年月	自動車の種別
			小型乗車定
車名			
車台番号	[296]		長
型式			3
原動機の型式			1.
DBA-GD1	L13A		
所有者の氏名又は名称			
所有者の住所			
使用者の氏名又は名称	***		
使用者の住所	***		
使用の本拠の位置			
有効期間の満了する日	平成27年12月8日		
[名古屋], 継続検査 自動車重量税額 ¥10,000 本則税率適用			

Check here for expiry



↓ Please check the expiry date



↑ More info available here



How you can access our services

- **Get information on our website**
 - Simply type in „[OIST Resource Center](#)“ on your browser
 - ✓ Videos illustrating how to dispose of trash
 - ✓ Info on a sefty app on your phone
 - ✓ How to get a phone number
 - ✓ How to apply for OIST Family Access Card
 - ✓ Schooling options info for kids
 - ✓ Driver’s license info
 - ✓ Car-related info

...and many more



How you can access our services

- **Submit inquiries via inquiry form**

At the top of our webpage, you will find inquiry forms

- one for those who have an OIST account
- one for those who don't have an OIST account

Even if your spouse/domestic partner doesn't have an OIST account, they can use the below form to reach out to us

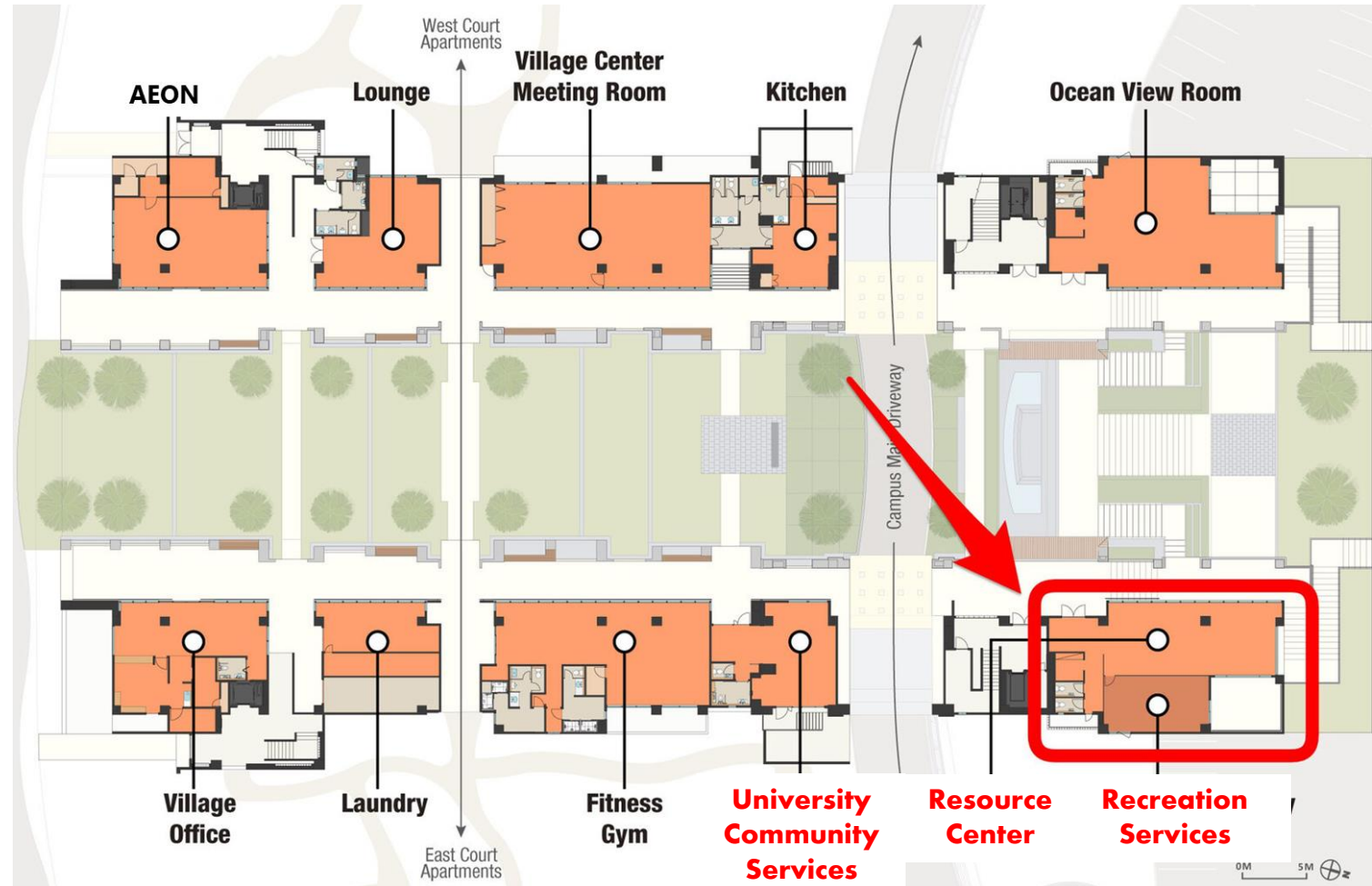
The screenshot shows the OIST website header with navigation links: Groups, OIST, Search, Directory, Log out, English, and 日本語. Below the header is a menu with options: View, Edit, Group, Revisions, and Customize display. The main content area is divided into two columns. The left column is titled 'Add Content' and lists: Event, Faculty, FAQ, Gallery, Page, Post, and Webform. Below this is a 'Resource Center Top' section with a list of categories: About us, Essential Information, Green Okinawa, Driving in Japan, Car Related, Bureaucratic Process, and Financial. The right column is titled 'Resource Center' and features an 'Inquiry Forms' section. A note states: '* Our services are exclusive to OIST community members.' There are two buttons: a red 'Inquiry Form' button for 'For anyone who has an OIST account' and a blue 'Inquiry Form' button for 'For anyone who does not have an OIST account'. Below these buttons, it says 'You can submit the following requests using the form above:' followed by a list: General support request, Driver's license conversion support request, Rental car reservation request, and AC cleaning reservation request. At the bottom, a note reads: '**Please contact the Health Center (health@oist.jp) if you need any hospital-related support, including making/canceling medical/dental appointments.'



How you can access our services

- Visit our office

Office location: in the Village Center, close to AEON





How you can access our services

- **Call us**

When encounter language barrier, you can ring us at

098-982-3540

for interpretation over the phone during our office hours



Our office

- **Office hours**
Mon – Fri
Morning: 9:00-12:00
Afternoon: 13:00-17:00 (14:00-17:00 on Thu)
- **Staff**
6 members as of May 2024



What is Recreation Services?

- **A part of University Community Services**
- **An office providing OIST community with opportunities for recreational activities to enhance health and wellbeing**
- **Services vary from organizing cultural workshops to managing room reservations within OIST facilities for recreational activities**



What we do

- **Organize cultural workshops**
- **Manage room reservations for recreational activities**
- **Assist OIST registered clubs with their activities**
- **Provide info on classes led by external teachers**
- **Assist event planning**
- **Grant access to OIST gym**



OIST Gym

- OIST Gym is located in the Village Center
- OIST students, staff, and their family members can register to use the gym
 1. Access [our website](#) by typing in „OIST Recreation Services“ on your web browser
 2. Read the OIST Gym rules
 3. Sign the Liability Waiver
 4. Take online training
 5. Submit the Gym access registration form
 6. Gym access will be granted to your OIST ID card in about a week

*** For family members/domestic partners, they first need to apply for a Family Member Access Card from Resource Center before they apply for Gym access**



Reserving a room for a recreational activity

- Some rooms within OIST are available for recreational activities
- List of available rooms is on our website
- Submit [a Room Reservation form from our webpage](#) if you want to reserve a room for a recreational activity
- Some rooms are already reserved permanently for certain activities, such as club activities
- Ensure to submit your request 30-60 days prior to your activity so Recreation Services will make arrangements with those activities that reserve the room permanently



OIST registered clubs

- **OIST registered clubs**
 - ✓ Information available on [Recreation Services' webpage](#)
 - ✓ If you are interested in joining any of the clubs, simply contact the representative
 - ✓ If you don't see the contact info for the representative, please contact Recreation Services at recreation-services@oist.jp



Classes taught by external teachers

- **External teachers' classes**
 - ✓ We have a list of classes taught by external teachers registered with Recreation Services
 - ✓ Information available on [TIDA](#), under „Social Events“
 - ✓ To join the class, register yourself from the registratin form on the TIDA post



Activities Fair

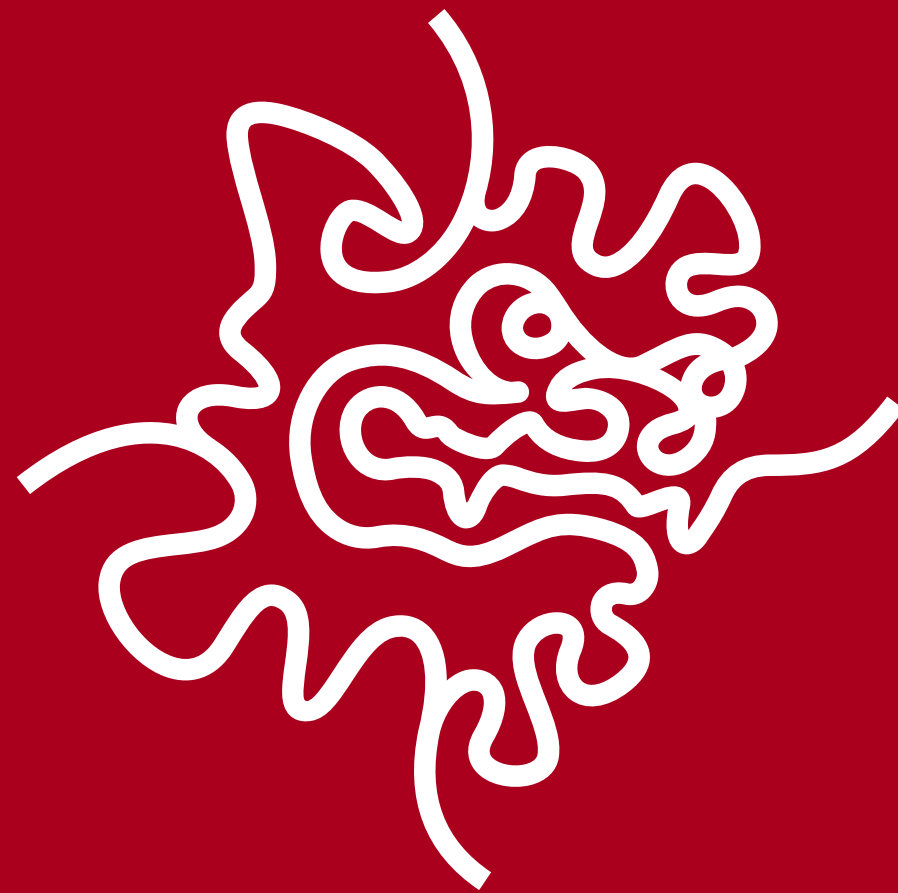
Activities Fair 2024 Spring

- **When: 4pm-6pm Fri, 31st May**
- **Where: Conference Center**

There will be booths/performances by the respective clubs/external teachers' classes for them to recruit members for their activities

Food trucks will be there for this event

No registration required to participate, just stop by and speak with the representatives



Thank you!