

Policies and Guidelines at Hiroshima University for Respecting Gender and Sexual Diversity

- To Be Inclusive of LGBT+ Students, Faculty and Staff



* In the guidelines, “LGBT+” is used as a general term related to gender and sexual diversity to indicate, for example, a lesbian (a woman attracted to women), gay (a man attracted to men), bisexual (an individual attracted to both women and men), and transgender individual (whose gender identity is different from the sex that they were assigned at birth).

【First edition】

Recognition by the Education and Research Council on December 17, 2019
(Application effective on April 1, 2020)

【Second edition】

Recognition by the Executive Board on December 27, 2022
(Application effective on April 1, 2023)

<Table of Contents>

Policies for Gender and Sexual Diversity	1
Guidelines for Response.....	2
<Response to LGBT+ Students, Faculty and Staff>	2
I. Guidelines.....	2
II. Counseling.....	2
1. General Counseling Counter.....	2
2. Counseling Counter to Address Problems with Classes	3
3. Counseling Counter to Address Worry	3
4. Counseling Counter to Address Trouble.....	3
5. Information and Awareness	3
III. Use of Facilities, etc.....	4
1. Restrooms	4
2. Locker Rooms	4
3. Health Examinations	4
<Response to LGBT+ Students>	5
I. Treatment of Students' Names and Gender Information	5
1. Preferred Names	5
2. Gender Information	6
3. Handling of Names and Gender Information	6
II. Classes	7
1. General Remarks and Behaviors in Classes	7
2. Preferred Titles.....	8
3. Gender-based Group Assignments	8
4. Sports Classes	8
5. Classes for Which Outfits Need to Be Changed.....	9
6. Handling of Gender Information and Names on Class Rolls	9
7. Off-campus Learning (Teaching Practicums, Internships, Nursing Care Practicums, etc.).....	10
III. Campus Life.....	11
1. Student Dormitories, etc.....	11
2. Studying Abroad.....	12
3. Job Hunting	12

IV. Students Who Have Partners	12
<Response to LGBT+ Faculty and Staff>	13
I. Treatment of Names and Gender Information of Faculty and Staff	13
1. Preferred Names	13
2. Registration and Change of Gender Information	14
3. Handling of Gender Information	14
4. -based Positive Action	15
II. Personnel Systems and Benefits for Faculty and Staff with Partners.....	15
Appendix.....	17

Policies for Gender and Sexual Diversity

Hiroshima University was established with the vision of realizing “a single unified university,” free and pursuing peace. Based on this principle, we strive to accept a wide variety of individuals, respect each individual’s autonomy, eliminate discrimination, and establish an environment in which all our members can fully demonstrate their capabilities to the fullest extent possible without any worry.

In addition, the Hiroshima University Charter (enacted on December 27, 2021) pledges that the University, in all its activities, will not tolerate discrimination or harassment of any kind in relation to ethnicity, nationality, religion, belief, gender, economic or social status, or disability, and will respect and protect the human rights and individuality of each person.

To implement specific measures toward realizing our ideals, we hereby formulate the Policies for Respecting Gender and Sexual Diversity, based on which we establish response guidelines.

1. **We Respect Gender and Sexual Diversity.**
We respect each individual’s diversity, such as gender identity, sexual orientation, gender expression, and sex characteristics*.
2. **We Do Not Discriminate on the Basis of Gender, Sex or Sexuality.**
Placing our cornerstone on gender and sexual diversity and equality, we do not discriminate on the basis of gender, sex or sexuality.
3. **We Respect Each Individual’s Gender and Sexual Autonomy.**
We respect each individual’s gender and sexual autonomy. Each individual’s gender, sex and sexuality, and also whether or not they will disclose them, should be controlled based on their autonomy.
4. **We Foster an Inclusive Environment in Terms of Gender, Sex and Sexuality.**
We foster an inclusive environment for all our members.
An inclusive environment here means one in which each individual is respected, enabling them to live as their true self without any worry, fully demonstrate their characteristics, and engage in the production of new knowledge without any hesitation. Gender, sex and sexuality are particularly important elements for establishing each individual’s identity. We foster an environment in which all our members can engage in their activities without any worry and unnecessary restraints, irrespective of gender, sex and sexuality.

* **Term Definitions**

Gender identity = Which gender you do, or do not, identify with

Sexual orientation = Which sex and/or gender you are, or are not, attracted to

Gender expression = How you do, or do not, communicate your gender through your appearance and behavior

Sex characteristics = What physical features relating to sex you do, or do not, have

Guidelines for Response

<Response to LGBT+ Students, Faculty and Staff>

I. Guidelines

The guidelines show specific responses to be made to ensure that Hiroshima University is an educational and research institute that respects gender and sexual diversity. As necessary, the guidelines present **Policy** to explain our policies and views, **Response** to describe points that faculty and staff should note when responding to LGBT+ students, and **LGBT+ Individuals** to explain to LGBT+ students, faculty and staff what they should do to receive support.

The most critical point when responding to LGBT+ individuals is to confirm their intention at the beginning. It is, of course, important to take account of the existence of minorities in all aspects of university activities and establish an environment in which all our members can spend their time without any worry, regardless of gender, sex and sexuality. However, it is not appropriate for faculty, staff and other people around LGBT+ individuals to make speculations at their own discretion regarding the individuals' gender, sex and sexuality and then determine how to respond to them, or to give them special treatment even though they actually do not want it.

The guidelines have been in effect since April 2020 for items regarding students, and April 2023 for items regarding faculty, staff, and partners. If you have any questions on the guidelines or find any difference between the guidelines and reality, please inform the LGBT+ Counseling Counter. (See II-1.) We will continue to make strenuous efforts to become an even better university. We look forward to receiving cooperation from all the university members.

II. Counseling

1. General Counseling Counter

Counseling, mainly on the issues presented in the guidelines, is available at the LGBT+ Counseling Counter. Since the counseling staff ensures counselees' privacy, everyone can use this service without any worry. Depending on the counseling content, cooperation with related organizations might be necessary. For the scope and content of such cooperation, the counseling staff confirms with the relevant counselee in advance.

There are cases where requests from counselees cannot be accommodated, depending on the individual situation or our circumstances, but they are still encouraged to contact the LGBT+ Counseling Counter without any hesitation.

<LGBT+ Counseling Counter>

<For Students>

Location: 3rd floor, Student Plaza, Student Services Group

Email : gakusei-lgbt@office.hiroshima-u.ac.jp

<For Faculty and Staff>

Location: 4th floor, Administration Bldg.,

Personnel Systems Planning Group

Email: staff-lgbt@office.hiroshima-u.ac.jp

Another option is not to seek advice from the LGBT+ Counseling Counter but to make direct contact with any of the following counseling counters (whose contact information is provided in Appendix), if necessary.

If students are not sure where they can seek counseling, they can also contact the Student Counseling Counter as a general counseling counter. In case of faculty and staff, they can contact the

III. Use of Facilities, etc.

1. Restrooms

Many of the on-campus restrooms for the disabled and accessible restrooms are designed as unisex facilities. Those who find it difficult to use gender-specific restrooms are encouraged to use such unisex facilities.

For the locations of such restrooms, see the barrier-free map for each campus.

- Higashi Hiroshima Campus
https://www.hiroshima-u.ac.jp/access/higashihiroshima/barrierfreemap_higashihiroshima
- Kasumi Campus
https://www.hiroshima-u.ac.jp/access/kasumi/barrierfreemap_kasumi
- Higashi-Senda Campus
https://www.hiroshima-u.ac.jp/access/sendabarrierfreemap_higashisenda

2. Locker Rooms

We will install unisex changing booths in the future.

In addition, we will equip some accessible restrooms with a changing board. Since some people can use only accessible restrooms, we ask all university members to show consideration for one another.

3.

<Response to LGBT+ Students>

I. Treatment of Students' Names and Gender Information

Policy We understand that disclosure of students' names, gender information (family relationship information), etc., in their Family Registry might cause them disadvantages. We raise our university members' awareness of that possibility and ensure that students' names and sexual and/or gender information are handled carefully.

While responding flexibly so that students can spend their school life by the names that they would like, we strive to reduce opportunities for their gender information to be needed and review our gender-specific practices, in order to protect students from being excluded or having trouble on the basis of their gender.

1. Preferred Names

Response If students complete the designated procedure, they can change their names on the school register to preferred names. In principle, not only their signatures but also the signatures of their parents, guardians, etc. are required. If they have come of age, however, students can change their names on the school register without the signatures of their parents, guardians, etc., as long as they have explained the change to their parents, guardians, etc.

LGBT+ Individuals If students would like to change their names on the school register to preferred names because of their gender disparity, they can change them in principle by completing the designated procedure, although the signatures of their parents, or guardians, etc. are necessary. This is because a change of their names on the school register to preferred names means that the preferred names will be used for all the activities that they engage in as students of Hiroshima University, whether on or off campus, and because we believe that it would be difficult for us to endorse such activities without the consent of their parents, or guardians, etc. If students have come of age, the signatures of their parents, or guardians, etc. are not a requirement. However, when students cannot obtain the signatures of their parents or guardians, etc., the students must definitely explain to their parents, or guardians, etc. about the change of their names on the school register to prevent trouble from occurring.

If the students do not have Japanese nationality, they need to take account of how to handle the change in terms of immigration control. For details, students are encouraged to contact the LGBT+ Counseling Counter.

If students are engaged in any on-campus work and receive pay, remuneration, etc., pay slips and some other in-house documents contain their names as indicated on their Family Registry.

Note If students change their names on the school register to preferred names, the preferred names will be used in almost all the documents issued by us. If they request, we will issue a Certificate for Use of Preferred Name. However, should any disadvantage occur as a result of a difference between their names on a document issued by us and their names on their Family Registry, they need to handle the disadvantage on their own responsibility. They are encouraged to seek counseling from the LGBT+ Counseling Counter and make careful consideration before making their decision.

2. Gender Information

When applying for an entrance examination for Hiroshima University, applicants usually use gender information provided on their school grade transcripts and other documents. If they pass the examination, the gender information is registered on the school register at Hiroshima University. The gender information on this school register cannot be changed, unless the gender information on their Family Registry is changed.

As indicated in I-3, however, we manage gender information as personal information to be handled carefully and ensure that it is not exposed in their regular campus life.

3. Handling of Names and Gender Information

Policy For preparation of rolls and documents, we ensure in principle that they are free of a gender section, unless such a section is indispensable. Even if such a section is included, we handle the information carefully to prevent it from being disclosed in disregard of the relevant student's will. (See II-6.) However, this approach does not apply in the case of an emergency, such as when an accident or incident occurs. In such cases, we might disclose the relevant student's gender information and name on their Family Registry to the necessary persons concerned without permission from the student.

For certificates and other documents that we issue, we ensure that gender information is not provided to the fullest extent possible. Inquiries for details are available at the LGBT+ Counseling Counter.

LGBT+ Individuals For certificates, even if their formats are designed to provide gender information in principle, there are cases where we can issue a certificate without such information, if requested by students. Such students are encouraged to contact the counter by which the relevant document will be issued.

If students suffer any disadvantage as a result of the provision of gender information on a roll or document, they are encouraged to contact the person who has prepared it. Alternatively, they are encouraged to seek counseling from an appropriate counseling counter, depending on the type of disadvantage.

1) School Register

Response In principle, gender information on the school register is disclosed only to administration staff in charge of school affairs and students and to tutors. (For the handling of students' gender information in case that it is needed by faculty members in charge of classes, see II-6.) Staff in charge of school affairs and students and tutors need to be aware that some students might suffer disadvantage in a wide variety of ways if their gender information on their Family Registry (or their former gender information on their Family Registry) is provided on rolls or other documents, and they need to handle such information very carefully to prevent any leakage.

This approach is also applicable to the handling of the names on the Family Registry of students using preferred names. Such names are disclosed only to administration staff in charge of school affairs and students and to tutors, who must handle the names on the Family Registry very carefully.

2) Rolls

Response In principle, the format of rolls needs to be free of a gender section. If gender information needs to be provided on rolls, they need to be managed cautiously. Once the rolls become unnecessary, they need to be discarded promptly.

3)

2. Preferred Titles

Policy We encourage all university members, including faculty members in charge of classes, to avoid using gender-specific titles when addressing students in classes and to use “*san*” or any other non-gender-specific title. This approach is also applicable to foreign language classes. For titles used in foreign languages, we provide information and, at the same time, seek information from all university members.

Response Faculty members in charge of classes are encouraged to use a non-gender-specific title to the fullest extent possible when addressing students. In addition, they are encouraged to collect information on non-gender-specific titles in foreign languages.

LGBT+ Individuals If students request consideration for the handling of their names and preferred titles, they are encouraged to contact the LGBT+ Counseling Counter or the faculty members in charge of their classes.

3. Gender-based Group Assignments

Policy We encourage all university members to avoid unnecessary gender-based group assignments in classes.

Response Faculty members in charge of classes need to first consider whether gender-based group assignments are really necessary in their classes and whether there is any other option. If gender-based group assignments are essential and might be given in classes, the faculty members need to indicate the possibility in advance on the syllabuses or other documents.

LGBT+ Individuals If students are worried whether there is any gender-based group assignment in classes that they would like to register for, they are encouraged to check the syllabuses before registration. If they request consideration, they are encouraged to contact the LGBT+ Counseling Counter or the faculty members in charge of the classes.

4. Sports Classes

Policy We also encourage sports classes to be organized without gender-based group assignments or gender-based rules.

Response Those in charge of sports classes are encouraged to break away from conventions and consider whether there is any possibility of organizing classes without gender-based group assignments or gender-based rules. They are also encouraged to prevent outfits and equipment in classes from becoming more gender specific than necessary. For points to note regarding intensive lessons that require an overnight stay, see II-7 3).

If gender information is absolutely necessary, those in charge of sports classes need to file an application, accompanied by a description of the reason, to administration staff. If there is a possibility that there will be gender-based group assignments in classes, those in charge of the classes need to indicate the possibility on the syllabuses.

LGBT+ Individuals If students are worried about gender-based group assignments, outfits, equipment, and locker rooms in sports classes, and overnight stays for intensive lessons, they are encouraged to check the information on the syllabuses before class registration. If necessary, they are encouraged to contact the LGBT+ Counseling Counter or those in charge of the classes.

In the West Gymnasium, there is an accessible unisex restroom. We will install another accessible restroom, where we will also install a shower booth and a changing booth. Since some people can use only accessible restrooms, we ask all university members to show consideration for one another.

5. Classes for Which Outfits Need to Be Changed

Response If students need to change their outfits for classes, those in charge of the classes need to clearly indicate the necessity on the syllabuses. If students say that they feel hesitant to use gender-based locker rooms, those in charge of the classes need to respond flexibly by, for example, having the students use the locker rooms at a different time or by having them change their outfits in a different room.

LGBT+ Individuals If students feel hesitant to change their outfits in gender-based locker rooms, they are encouraged to contact the LGBT+ Counseling Counter or the faculty members in charge of the classes.

We will install changing booths and equip some accessible restrooms with a changing board. Since some people can use only accessible restrooms, we ask all university members to show consideration for one another.

- * For the latest information on the installation of facilities for changing outfits, contact the LGBT+ Counseling Counter.

6. Handling of Gender Information and Names on Class Rolls

Policy In principle, gender information on class rolls is not disclosed to the faculty members in charge of classes. Although tutors and administration staff in charge of school affairs and students can access students' gender information through the school register, they handle it carefully to prevent any leakage.

As indicated in I-1, if students change their names on the school register to preferred names, the change is reflected in all the class rolls. Although tutors and administration staff in charge of school affairs and students can identify such students' names on their Family Registry, they handle the information, as well as their gender information, carefully.

However, this approach does not apply in the case of an emergency, such as when an accident or incident occurs. In such cases, we might disclose the relevant student's gender information and name on their Family Registry to the necessary persons concerned without permission from the student.

Response If faculty members in charge of classes consider students' gender information essential and indispensable to ensure educational effects or security, they can ask the administration staff to disclose the information. In this case, the faculty members need to be aware that some students might suffer disadvantage if their gender information is disclosed, to handle the gender information carefully, and to ensure that the gender information is not revealed in disregard of the students' will. Once the information becomes unnecessary, it needs to be discarded promptly.

Tutors and administration staff in charge of school affairs and students need to recognize students' gender information and names on their Family Registry as personal information that requires careful handling, so they need to prevent any leakage.

LGBT+ Individuals If students would like to know in detail about the scope of the disclosure of their gender information and names on their Family Registry, such as to whom and why they have been disclosed, they are encouraged to contact the LGBT+ Counseling Counter.

7. Off-campus Learning (Teaching Practicums, Internships, Nursing Care Practicums, etc.)

Policy For off-campus practicums, it is sometimes difficult to change practicum partner organizations' policies or facilities. However, we make efforts so that all our students regardless of their gender, sex and sexuality can undertake a practicum, as long as they wish to do so, by offering counseling for students and faculty and staff in charge of practicums and, at the same time, by striving to obtain understanding from practicum partner organizations

3) Overnight Stays, etc.

Policy Few of the overnight stay accommodations that we provide for off-campus learning have unisex rooms and bathrooms. We respond flexibly by adjusting the use of such accommodations.

Response Faculty and staff in charge of off-campus

2. Studying Abroad

Policy In most cases, it is difficult to change the policies and facilities of the foreign institutes where students will study. In addition, there are sometimes high legal hurdles for students who wish to use different names and genders from those on their passports while studying abroad. However, some foreign institutes can respond flexibly.

[Example]

- An authenticated or a certified copy of a notarial deed pertaining to a voluntary guardianship agreement in which the other party mutually becomes the voluntary guardian, and the Certificate of Partial Matters of the Family Registry, etc., which confirms that both partners are not married otherwise
- A document proving that the partner has acknowledged the child (Certified Copy of Family Registry)
- A document proving that a wedding ceremony or a reception took place, and the Certificate of Partial Matters of the Family Registry, etc., which confirms that the couple is not married

Response Faculty members in charge of classes need to ensure that students with partners are treated the same as students with spouses.

LGBT+ Individuals Treatments such as make-up exams for liberal arts education programs, school courses, etc. after taking bereavement leave due to the death of a spouse or relative within the third degree of kinship, absence from classes by taking bereavement leave due to the death of a relative, or financial assistance due to the death of a relative, may be applied to students with partners as well as to students with spouses. Students who wish to receive such treatments are encouraged to consult with faculty members in charge of classes or administration staff.

<Response to LGBT+ Faculty and Staff>

I. Treatment of Names and Gender Information of Faculty and Staff

1. Preferred Names

Response In principle, the names of faculty and staff (including those who are employed with a student status) at Hiroshima University used should be their real names (names as indicated on their Family Registry). However, except in cases restricted by laws and regulations or our handling guidelines (e.g., documents (1)–(8) below**), they may use their preferred names*** because of their gender disparity.

** Documents, etc. for which the use of the preferred names is not permitted

- (1) Documents related to tax affairs (tax withholding slip, application for exemption for dependents, application for deduction for insurance premiums, application for special exemption for spouse, etc.)
- (2) Documents related to the mutual aid program (membership card, eligible dependent allowance application, benefit claim forms, welfare program application forms, etc.)
- (3) Documents related to property savings
- (4) Documents related to passports
- (5) Documents related to lawsuits
- (6) Documents related to insurance (life insurance, employees' pension, health insurance and other social insurances, employment insurance, etc.)
- (7) Documents related to payroll (documents in which names are printed through the payroll system (payroll by employee, standard payroll, pay slips, etc.))
- (8) Other documents for which it is difficult or inappropriate to use maiden names or preferred names

*** A preferred name refers to “a name other than one’s real name (name as indicated on the Family Registry) that is widely used as a substitute for one’s real name (excluding maiden name) or a name that is normally used as a substitute for one’s real name due to gender disparity.”

LGBT+ Individuals Faculty and staff who wish to use their preferred names may do so by completing the designated procedure, and as such, are encouraged to contact the LGBT+ Counseling Counter. Personnel staff of the department to which they are assigned handle inquiries about the procedure.

2. Registration and Change of Gender Information

Policy In principle, we register the gender of the faculty and staff on their Family Registry as gender information. However, it is possible to register a gender for which they feel less discomfort as the “gender on application,” apart from the gender on their Family Registry, because of their gender disparity. By registering, they will be treated by the “gender on application” as employees. Note, however, that systems and procedures of the national government and the Ministry of Education, Culture, Sports, Science and Technology Mutual Aid Association may require the gender on the Family Registry.

Response To add a gender different from the one on the Family Registry as a “gender on application” to the gender information, submission of a document in which the gender disparity of the applicant is proven by a professional third party (e.g., a medical certificate from a doctor) is required.

Also, the gender information will be changed if the gender on the Family Registry is changed.

LGBT+ Individuals Faculty and staff who wish to be treated by the “gender on application” different from the one on their Family Registry or who have changed their gender on their Family Registry need to follow the designated procedure, and are encouraged to contact the LGBT+ Counseling Counter for details.

3. Handling of Gender Information

Response We handle gender information carefully to prevent it from being disclosed in disregard of the will of relevant faculty and staff.

We ensure that our forms are in principle free of a gender section. However, forms designated by the Ministry of Education, Culture, Sports, Science and Technology Mutual Aid Association, and documents related to affirmative action taken to promote gender equality and equity are excluded.

The university standardized forms do not have an unnecessary gender section. Forms used by each department, etc., also need to be free of any unnecessary gender section.

4. The Concept of “Gender” in Gender-based Positive Action

Policy Currently, the percentage of our women faculty members in the positions of professor, associate professor, lecturer, and assistant professor is below 40%, resulting in a de facto disparity between men and women faculty members. To address this situation, we are taking measures that target or favor only women (positive action).

Based on the principle of respecting gender identity, we consider individuals whose gender on their Family Registry is male but whose gender identity is woman to be woman and thus eligible for this measure. We also do not prevent individuals whose gender on their Family Registry is female but whose gender identity is not woman from applying for this measure without clarifying their own gender identity.

We treat those employed or promoted under this measure as woman, by adding “woman” as “gender on application” to their gender information, apart from their gender on their Family Registry. Note, however, that systems and procedures of the national government and the Ministry of Education, Culture, Sports, Science and Technology Mutual Aid Association may require the gender as indicated on the Family Registry.

Response Individuals whose sex in the Family Register is male but whose gender identity is woman and who wish to apply for positive action measures are requested to submit a document in which their gender incongruence is proven by a professional third party (e.g., a medical certificate from a doctor). This is to help prevent gender identity fraud.

LGBT+ Individuals It is possible to apply for positive action measures, such as applying for women-only open positions or women-only promotions under the above conditions, but it should be noted that there may be an increased focus on gender of applicants as this action is intended for “women.” Specifically, the following cases are expected.

- Applicants may be asked to submit documents indicating their aspirations for gender equality promotion or may be asked questions about gender equality promotion during the interview.
- Applicants may be asked to cooperate with Hiroshima University’s gender equality promotion activities, although they are free to refuse.

II. Personnel Systems and Benefits for Faculty and Staff with Partners

Policy Hiroshima University respects diverse lifestyles of its members and supports their lives. To this end, the personnel systems and benefits related to spouses are applied not only to spouses in legal marriages, but also to partners in de facto marriages, partners in partnership systems such as those for sexual minorities, and partners in overseas partnership systems.

Response Faculty and staff with partners are eligible for the same personnel systems and benefits as faculty and staff with spouses by submitting a document proving the partnership****. However, the systems of the national government and the Ministry of Education, Culture, Sports, Science and Technology Mutual Aid Association are out of the scope of this policy, as we are unable to provide our own response.

[Applicable employment regulations, etc.]

<https://www.hiroshima-u.ac.jp/about/initiatives/lgbtetc/fs>

Mainly LGBT+ Individuals Application Procedure

Faculty and staff who wish to apply for the above employment rules and regulations should submit an original or a copy of a document proving the partnership**** (any one of the documents (1)–(4) below) to the administration staff. For details, applicants are encouraged to contact the LGBT+ Counseling Counter.

Response If the above consultation counter receives an inquiry from a faculty or staff member regarding application, the information shall be shared with the department in charge upon obtaining the consent of the faculty or staff member.

**** Documents proving the partnership

- (1) Partnership certificate issued by prefectures, municipalities, etc.
- (2) A document that can confirm the existence of a partnership agreement (same-sex marriage, domestic partnership, civil union, etc.) in other countries
- (3) Certificate of residence proving a de facto marriage (with a statement such as “Husband (unregistered),” etc.)
- (4) Other documents that can confirm the partnership (in case (1)–(3) cannot be submitted)

[Example]

- An authenticated or a certified copy of a notarial deed pertaining to a voluntary guardianship agreement in which the other party mutually becomes the voluntary guardian, and the Certificate of Partial Matters of the Family Registry, etc., which confirms that both partners are not married otherwise
- A document proving that the partner

Appendix

【List of contacts for university services】

Consultation counter	Place	Consultation matters	Person in charge	Appointment	Contact information
Desk for LGBT and other sexual minorities	(For students) Student Services Group 3F, Hiroshima University Student Plaza	Consultation about LGBT and other sexual minorities	Staff	Appointment required	Email:gakusei-lgbt@office.hiroshima-u.ac.jp
	(For faculty and staff) Personnel Systems Planning Group 4F, Administration Building		Staff	Appointment required (by email)	Email:staff-lgbt@office.hiroshima-u.ac.jp
Accessibility Center (for students, faculty and staff)	2F, Hiroshima University Student Plaza	Consultation about inconveniences and difficulties in study	Faculty member, Accessibility Coordinator	Appointment required Mon.-Fri. 9 : 30-17 : 30	Tel:082-424-6324 Email:office@achu.hiroshima-u.ac.jp
Health Service Center (for students, faculty and staff)	Higashi-Hiroshima Campus: 4F, Hiroshima University Student Plaza	Mental health section: Health consultation about mind and stress Counseling section: Consultation about various problems in student life such as studying, career, interpersonal relations	Mental Health Section: psychiatrist Counseling Section: clinical psychologist	Appointment required Mental Health Section: Mon.-Fri. 9:00-12:00, 13:00-17:00 Counseling Section: (Japanese) Mon.-Fri. 9:00-12:00, 13:00-17:00 (English) Mon., Tue., Wed., Fri. 9:00-12:00, 13:00-17:00	Tel:082-424-6186 Mental Health Section: mental@hiroshima-u.ac.jp Counseling Section: shinri@hiroshima-u.ac.jp (Japanese) rcounsel@hiroshima-u.ac.jp (English)
	Kasumi Campus: 1F, Clinical Administration Building			Appointment required Mental Health Section: Mon.-Fri. 9:00-12:00, 13:00-17:00 Counseling Section: (Japanese) Wed., Thu. 9:00-12:00, 13:00-17:00 (English) Fri. 9:00-12:00, 13:00-17:00	Tel:082-257-5096 Mental Health Section: mental@hiroshima-u.ac.jp Counseling Section: shinri@hiroshima-u.ac.jp (Japanese) rcounsel@hiroshima-u.ac.jp (English)
	Higashisenda Campus : 1F, Higashi-Senda Innovative Research Center			Appointment required Mental Health Section: Tue. 16:00-18:00 Counseling Section: (Japanese only) Tue. 18:00-21:00 Thu. 19:00-21:00	Tel:082-542-6970 Mental Health Section: mental@hiroshima-u.ac.jp Counseling Section: shinri@hiroshima-u.ac.jp (Japanese) rcounsel@hiroshima-u.ac.jp (English)
Peer Support Room (for students)	4F, Hiroshima University Student Plaza	Consultation about various problems in student life	Peer Supporter(Students)	No appointment required You can check the opening date at the following URL https://peer.hiroshima-u.ac.jp/index.html	Tel:082-424-6328 Email:peer@hiroshima-u.ac.jp If you have any comments or questions about Peer Support Room, please contact the email address above. * We do not consult by email. Please come to the room if you would like to consult.
Harassment Consultation Office (for students, faculty and staff)	Higashi-Hiroshima Campus: 1BF, Central Library	Consultation about harassment	Faculty member, Harassment Consultant	No appointment required: Mon.-Fri. 10:00-17:00	Tel:(082) 424-5689, 7204, 4352 * Appointments for any campus will be accepted at Higashi-Hiroshima Campus. Email (Appointment): harassos@hiroshima-u.ac.jp (for consultation only)
	Kasumi Campus: 1-3F,Common-use Building 1		Faculty member, Harassment Consultant	Appointment required: Mon.-Fri. 13:00-19:00	Tel: (082) 257-1519
	Higashisenda Campus: B-107, Common Facility Building B		Faculty member, Harassment Consultant	Appointment required	
Research Center for Diversity and Inclusion (for students, faculty and staff)	8F, Building B, School of Education	Raising awareness and providing information on gender and sexual diversity	Faculty member	By making an appointment by e-mail, you can surely consult. If there is a person in charge when you come to the center, we will take your consultation at any time.	Tel:082-424-4559 Email:ooike@hiroshima-u.ac.jp
All-Purpose Counseling Center for Students (for students)	Student Services Group 3F, Hiroshima University Student Plaza	Consultation about troubles and problems	Staff	No appointment required Mon.-Fri. 8:30-17:15	Tel:082-424-6145 Email:gakusei-senmon@office.hiroshima-u.ac.jp
Human Resources Concierge (HR Concierge) (for faculty and staff)	Personnel Systems Planning Group 4F, Administration Building (consultation via online inquiry form)	Personnel systems and procedures in general	Staff	No appointment required	URL for Human Resources Concierge (HR Concierge): https://forms.office.com/r/Ba5d16Kane