

# Fall 2023 Application Guidelines for International Residence Halls (Couple/Family Rooms)

## 1. Residence Halls International Residence Halls (Ikkyo-ryo and Kunitachi)

※Undergraduate students and Japanese students etc. (including foreign nationals whose visa status is not “Study Abroad”) can only apply to Ikkyo-ryo.

## 2. Rooms Type Couple Rooms & Family Rooms※

※Applicants cannot apply for a single room at the same time.

※Couple rooms in Kunitachi are not available at this time.

## 3. Eligibility The applicant must fulfill the following requirements.

- (1) The applicant is a Japanese national or foreign national whose visa status is (or will be) “Study Abroad”, “Permanent Resident” “Long-Term Resident”, or “Spouse or Child of Japanese National/Permanent Resident”.
- (2) The applicant is a current student at Hitotsubashi University or is planning to study at HU starting in Fall 2023.
- (3) The applicant has not exceeded the expected graduation date (or enrollment period) at the time of admission.※

※If you have exceeded the expected graduation date but wish to apply, please submit an explanation letter by the application deadline. For details, please see URL below.

[https://international.hit-u.ac.jp/hp-international/wp-content/uploads/2023/06/explanation\\_letter.pdf](https://international.hit-u.ac.jp/hp-international/wp-content/uploads/2023/06/explanation_letter.pdf)

## 4. Occupancy Period※1、2

### (1) Students enrolled at Hitotsubashi in April 2019 or later (new rent applies)※3

- |                           |  |
|---------------------------|--|
| ①Undergraduate students   | 2 years (up to August 15 <sup>th</sup> , 2025) |
| ②Research students        | 1 year (up to August 15 <sup>th</sup> , 2024)  |
| ③Master's degree students | 2 years (up to August 15 <sup>h</sup> , 2025)  |
| ④Doctoral degree students | 3 years (up to August 17 <sup>th</sup> , 2026) |

### (2) Students enrolled at Hitotsubashi in 2018 or earlier

#### A. New Rent [Japanese students etc. (including foreign nationals whose visa status is not “Study Abroad”) and students who will live alone] ※3

- |                           |  |
|---------------------------|--|
| ①Undergraduate students   | 2 years (up to August 15 <sup>th</sup> , 2025) |
| ②Research students        | 1 year (up to August 15 <sup>th</sup> , 2024)  |
| ③Master's degree students | 2 years (up to August 15 <sup>h</sup> , 2025)  |
| ④Doctoral degree students | 3 years (up to August 17 <sup>th</sup> , 2026) |

#### B. Old Rent [International students who enrolled in 2018 or earlier who will live with their spouse or family]

1 year (up to August 15<sup>th</sup>, 2024)

※1. All occupancy periods must not exceed the expected graduation date at the time of admission. For those moving in past that date, the occupancy period will be 1 year.

※2. Please see “10. Move-in Day” for the start date of the occupancy period for new residents.

※3. Please see “11. Costs”.

**5. Application Period**      **July 11<sup>th</sup> – July 25<sup>th</sup>, 2023 at 12pm (Japan Time)**

**6. Application Method**      **Complete the online application from the following URL.**

<https://hrs.ad.hit-u.ac.jp/v33/entries/add/619>

- (1) Please upload a copy of your residence card or passport page.
- (2) If you will be living with your spouse or family, please upload copies of each of the following as well:
  - ① Residence card or passport pages of each of the family members you will be living with.
  - ② Official documentation that shows that you are married/a family.
- (3) **As soon as you submit the application, you will receive an automated email stating your lottery number. Please contact the Accommodation Section right away if you do not receive an email immediately. Your application will not be accepted if you mention this after the application deadline.**

**7. Selection Method**

Residents will be selected by lottery.<sup>※1, 2</sup>

- ※1. “Students who will live with their spouse/family” will be given first priority, and students who have never lived in the international residence halls will be given second priority.
- ※2. There is a chance that you will not be granted a room as a result of the lottery, so please make sure to have other housing options prepared.

**8. Selection Results**

The **application numbers** of the selected applicants will be posted on **August 1<sup>st</sup>, 2023 at 12pm** on the following website:

[https://international.hit-u.ac.jp/en/curr/accom/apply/degree\\_students/](https://international.hit-u.ac.jp/en/curr/accom/apply/degree_students/)

※If you would like to cancel your request to live in the residence halls, please submit your cancelation request by **August 15 (Tue.)** at the URL below.

You may be required to pay additional fees if you choose to cancel after the deadline.

URL : <https://hrs.ad.hit-u.ac.jp/v33/entries/add/621>

**9. Room Number Announcement**

Room numbers will be announced as follows.

**【Ikkyo-ryo】**

Room numbers will be announced on **August 25<sup>th</sup>, 2023 at 12pm** on the following website.

[https://international.hit-u.ac.jp/en/curr/accom/apply/degree\\_students/](https://international.hit-u.ac.jp/en/curr/accom/apply/degree_students/)

**【Kunitachi】**

Room numbers will be announced by **August 25<sup>th</sup>, 2023** via email from the Kunitachi Residence Hall office.

**10. Move-in Day**

The move-in day for new residents is **August 28<sup>th</sup>, 2023**.<sup>※1~3</sup>

Please move in on the designated move-in day. The available time varies between residence halls.

**【Ikkyo-ryo】** 10am – 5pm

**【Kunitachi】** 9am – 4pm

※1. Those who are unable to move in on the designated move-in day, must notify us via the online form below.

**【Online form for those moving in after the designated move-in date】** Submit: August 1<sup>st</sup> ~ 15<sup>th</sup>, 2023

- ※2. All students travelling from overseas must complete their self-quarantine period based on the latest quarantine measures before moving in to the residence hall.
- ※3. Current residents who will change rooms upon extending their occupancy period must complete their move during the period designated by their residence hall's office.

## 11. Costs

<b>Ikkyo-ryo</b>	Rent/month	Common Fee/Month	Organization Fee/Month	Fire Insurance Fee/month	Total/Month	Cleaning Fee (Charged once)
Couple Room	¥49,000	¥2,900	¥2,000	¥500	¥54,400	¥33,000
Family Room	¥64,000	¥2,900	¥2,000	¥500	¥69,400	¥46,000

<b>Kunitachi</b>	Rent/month	Common Fee/Month	Organization Fee/Month	Fire Insurance Fee/month	Total/Month	Cleaning Fee (Charged once)
Couple Room	We are NOT accepting any applications at this time					
Family Room	¥74,000	¥5,200		¥500	¥79,500	¥30,000

In addition to the above, residents will be charged for electricity and water, Fire Insurance Fee. There is no security deposit or key money required. Fees are subject to change in the case of a revision of budget or public fees. Please note that you may be asked to move rooms if it is found that renovation is required. An increased rent may apply in this case.

### 【Payment method/dates】

- ① Payment method: Automatic withdrawal from your bank account
- ② Withdrawal date for rent: 5<sup>th</sup> day of each month
- ③ Withdrawal date for other fees: Ikkyo-ryo on the 20<sup>th</sup> day of each month, Kunitachi Residence Hall on the 5<sup>th</sup> day of each month
- ④ If the withdrawal date falls on a Saturday or Sunday, the withdrawal will take place on the next business day.

※The above rent is the **New Rent** (applies to ①Students who enrolled in 2019 or later and ②Students who enrolled in 2018 or earlier are a Japanese national or will live alone). The **Old Rent** (applies to students who enrolled in 2018 or earlier who will live with their spouse or family) differs. Please see the following URL for details.

[http://www.hit-u.ac.jp/shien/campuslife/pdf/ryo/H31E\\_revision\\_of\\_rent.pdf](http://www.hit-u.ac.jp/shien/campuslife/pdf/ryo/H31E_revision_of_rent.pdf)

※Please contact the Accommodation Section if you have questions about which rent applies to you.

## 12. Resident Organizations

Residents will become members of their residence hall's organization.

**【Ikkyo-ryo】** ISDAK (International Students Dormitory Association of Kodaira)

**【Kunitachi】** Asunaro-kai (Organization to improve living environments and deepen relationships)

### 13. Residence Hall Information

Please see each residence hall's website below.

**[Ikkyo-ryo]** <https://international.hit-u.ac.jp/en/curr/accom/kodaira/>

**[Kunitachi]** <https://international.hit-u.ac.jp/en/curr/accom/kunitachi/>

### 14. Important

(1) Applications from students who fall under the following conditions will not be considered. If the following conditions are found after the student has been granted a room, the residential agreement will be terminated.

①The international student's visa status changes to a status other than "Study abroad" (Please consult with the Accommodation Section in advance if you have any concerns).

②The student has unpaid dormitory fees at the time of application, or the student fails to pay their fees within the designated time, even after being reminded by the University.

③The student has received disciplinary action from the University.

④The student is no longer enrolled at Hitotsubashi University, or takes a leave of absence.

⑤The student is recognized as not suitable to live in the residences due to health or sanitation issues.

⑥The student disrupts the order of the residences.

⑦The student provides false information upon applying for the residence.

⑧The student seriously hampers the management/administration of the residences.

⑨The student is a current resident of a Hitotsubashi dormitory, and their current contract ends after September 2023.

(2) If you wish to tour Ikkyo-ryo or Kunitachi Residence Hall, please contact the on-site office.

Ikkyo-ryo 042-349-0039

Kunitachi Residence Hall Office 042-577-8711

(3) About Multiple Chemical Sensitivity (MCS)

If you have Multiple Chemical Sensitivity (MCS), please consult the Accommodation Section before applying to the residence halls. The university will accommodate you as best as possible.

### 15. Contact Information

Accommodation Section, Student Services Division, Hitotsubashi University

Office: Main Building 1F, Kunitachi West Campus

《Office Hours: 8:30-17:15 Weekdays》

TEL: 042-580-8164 Email: [dormitory@ad.hit-u.ac.jp](mailto:dormitory@ad.hit-u.ac.jp)

Personal information described in all documents to be submitted at the time of applying for the residence halls will be used only within the scope of the accommodation application and will not be used for other purposes.