

# Fall 2023 Application Guidelines for International Residence Halls [Single Rooms / International Students]

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

※Undergraduate students can only apply to Ikkyo-ryo.

※Kunitachi Residence Hall is only available to those who enrolled at Hitotsubashi in 2019 or later.

## 2. Rooms Type Single Rooms<sup>※1,2</sup>

※1. Applicants cannot choose between private and shared type rooms.

※2. Applicants cannot apply for a couple/family room at the same time.

## 3. Eligibility The applicant must be an international student who fulfills the following requirements.

(1) The applicant's visa status is (or will be) "Study Abroad".

(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 the 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<sup>※1, 2</sup>

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

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>th</sup>, 2025)

④Doctoral degree students 3 years (up to August 17<sup>th</sup>, 2026)

※For Chuwa-ryo, the occupancy period is up to 1 year regardless of the year of admission.

### (2) Students enrolled at Hitotsubashi in 2018 or earlier (old rent applies<sup>※3</sup>)

Regardless of degree 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/618>

①Please upload a copy of your residence card or passport page.

②As 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 have never lived in the international residence halls will be given 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 cancellation 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/)

### **【Chuwa-ryo】**

Rooms will be assigned by the Chuwa-ryo Resident Organization.

Within 2 weeks of the lottery result announcement, those who are accepted will be contacted by the Chuwa-ryo Resident Organization (chuwaryo2016@gmail.com) regarding room assignment. The names and email addresses etc. of accepted applicants will be shared with the Chuwa-ryo Resident Organization.

### **【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>※1~4</sup>

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

**【Ikkyo-ryo】** 10am – 5pm

**【Chuwa-ryo】** 9am – 12pm, 1pm – 5pm

**【Kunitachi】** 9am – 4pm

※1. Those moving into Chuwa-ryo must notify the Chuwa-ryo Office ([hoshino.a@matabee.com](mailto:hoshino.a@matabee.com)) of their move-in date and time by August 21<sup>st</sup>, 2023.

※2. Those moving into Ikkyo-ryo or Kunitachi Residence Hall 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

<https://hrs.ad.hit-u.ac.jp/v33/entries/add/622>

※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

	Rent/month	Common Fee/Month	Organization Fee/Month	Fire Insurance Fee/month	Total/Month	Cleaning Fee (Charged once)
Ikkyo-ryo	¥24,000	¥2,900	¥2,000	¥500	¥29,400	¥12,000
Chuwa-ryo	¥5,900	¥2,900	¥400	¥500	¥9,700	¥12,000
Kunitachi (Shared) ※1	¥28,000	¥7,200		¥500	¥35,700	¥10,000
Kunitachi (Private) ※2	¥33,000	¥5,800		¥500	¥39,300	¥10,000

※1. Shared room with communal showers, kitchen, and laundry

※2. Private room with a private shower, kitchen, and laundry

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 & Chuwa-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.

※Rent may differ from the above for students who were enrolled at Hitotsubashi in 2018 or earlier.

Please see the URL below:

[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)

## 12. Resident Organizations

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

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

**【Chuwa-ryo】** Chuwa-ryo Resident Organization

**【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/>

**【Chuwa-ryo】** [https://international.hit-u.ac.jp/en/curr/accom/chuwa\\_ryo/](https://international.hit-u.ac.jp/en/curr/accom/chuwa_ryo/)

**【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.
- ① The 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).
  - ② The 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.
  - ③ The student has received disciplinary action from the University.
  - ④ The student is no longer enrolled at Hitotsubashi University, or takes a leave of absence.
  - ⑤ The student is recognized as not suitable to live in the residences due to health or sanitation issues.
  - ⑥ The student disrupts the order of the residences.
  - ⑦ The student provides false information upon applying for the residence.
  - ⑧ The student seriously hampers the management/administration of the residences.
  - ⑨ The 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, Chuwa-ryo or Kunitachi Residence Hall, please contact the on-site office.
- |                                 |              |
|---------------------------------|--------------|
| Ikkyo-ryo                       | 042-349-0039 |
| Chuwa-ryo Office                | 042-572-9195 |
| 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.