

# Fall 2024 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.

## 2. Rooms Type Single Rooms

※ Applicants cannot choose between private and shared type rooms.

※ 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 2024.

(3) The applicant has not exceeded the expected graduation date (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/2024/06/explanation\\_letter\\_202409.pdf](https://international.hit-u.ac.jp/hp-international/wp-content/uploads/2024/06/explanation_letter_202409.pdf)

## 4. Occupancy Period

### (1) Students enrolled at Hitotsubashi in April 2019 or later (new rent applies) ※1,2,3

① Undergraduate students - first / third year	1.5 years (up to March 16 <sup>h</sup> , 2026)
② Undergraduate students - second / fourth year	half year (up to March 17 <sup>th</sup> , 2025)
③ Research students	1 year (up to August 15 <sup>th</sup> , 2025)
④ Master's degree students	2 years (up to August 17 <sup>h</sup> , 2026) ※3
⑤ Professional School Programs	2 years (up to August 17 <sup>h</sup> , 2026) ※3
⑥ Doctoral degree students	3 years (up to August 16 <sup>th</sup> , 2027)

### (2) Students enrolled at Hitotsubashi in 2018 or earlier (old rent applies) ※1

Regardless of degree	1 year (up to August 15 <sup>th</sup> , 2025)
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※1. All occupancy periods must not exceed the expected enrollment period at the time of admission. For those moving in past that date, the occupancy period will be 1 year.

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

※3. If the actual standard term of study is different from the above, occupancy period will be up to the actual one.

## 5. Application Period July 8<sup>th</sup> – July 18<sup>th</sup>, 2024

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

<https://hrs.ad.hit-u.ac.jp/v33/entries/add/740>

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

② 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.

Students who have never lived in the Hitotsubashi Residence Halls will be given first priority. Students currently living in the Residence Halls whose contract will continue after September 2024 will not be given priority. Please put the Residence Halls in order of your preference. 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 **July 24<sup>th</sup>, 2024** 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 7<sup>th</sup> (Wed.)** 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/688>

## 9. Room Number Announcement

Room numbers will be announced as follows.

### 【Ikkyo-ryo】

Room numbers will be announced on **August 23<sup>rd</sup>, 2024** 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 23<sup>rd</sup>, 2024** via email from the Kunitachi Residence Hall office.

### 【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.

## 10. Move-in Day

New residents are asked to move-in the designated move-in day is listed below.

Please note that it is not possible to move in before the move-in day.

【Ikkyo-ryo】 **10am – 5pm on August 30<sup>th</sup>, 2024.**

【Kunitachi】 **9am – 4pm on September 2<sup>nd</sup>, 2024.**

【Chuwa-ryo】 **9am – 12pm, 1pm – 5pm on September 2<sup>nd</sup>, 2024.**

※ 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.

Submission Deadline: August 7<sup>th</sup>, 2024

<https://hrs.ad.hit-u.ac.jp/v33/entries/add/753>

※ Those moving into Chuwa-ryo must notify the Chuwa-ryo Office (plaza@atabee.com) of their move-in date and time by August 26<sup>th</sup>, 2024.

※ 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 Contribution 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. Private room with communal showers, kitchen, and laundry

※2. Private room with a private shower, kitchen, and laundry. You can let us know your preference when applying the application form. We cannot guarantee that we will be able to meet your request.

In addition to the above, residents will be charged for electricity and water. 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 Students Dormitory Association of Kodaira)

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

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

## 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/>

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

## 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.

(2) If you would like to tour the dormitories, please contact to the following.

Ikkyo-ryo : 042-349-0039, plaza@matabee.com  
Kunitachi Residence Hall : 042-577-8711, dormitory@ad.hit-u.ac.jp  
Chuwa-ryo : 042-572-9195, plaza@matabee.com

(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: 8:30am -17:15pm Weekdays»  
TEL: 042-580-8164 Email: 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.