

Spring 2025 Application Guidelines for International Residence Halls (Couple Rooms and 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.

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 (or will be) a student at Hitotsubashi University as of Spring 2025.
- (3) The applicant has not exceeded the expected graduation date (enrollment period) at the time of admission.※

※1. As a rule, if you are on absence as of April 2025, you do not have eligibilities for applying.

※2. **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

4. Occupancy Period

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

- | | |
|--------------------------------|--|
| ① Undergraduate students | up to Monday, March 15 th , 2027 |
| ② Research students | up to Monday, March 16 th , 2026 |
| ③ Master’s degree students | up to Monday, March 15 th , 2027※5 |
| ④ Professional School Programs | up to Monday, March 15 th , 2027 ※5 |
| ⑤ Doctoral degree students | up to Wednesday, March 15 th , 2028 |

(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

same as (1) above.

B. Old Rent [International students who will live with their spouse or family]※1

Regardless of degree (up to Monday, March 16th, 2026)

- ※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 a year.
- ※2. For single residents, the maximum period of stay is a year, regardless of the course of study to which they belong.
- ※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 **Monday, January 6th – Monday, January 20th, 2025**

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

<https://hrs.ad.hit-u.ac.jp/v33/entries/add/797>

- (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.
- ◆ In case of de facto marriage, you must contact the Accommodation Section in advance and submit a copy of your certificate of residence with "wife (unregistered)" or "husband (unregistered)" in the "Relationship" column to the Accommodation Section within 14 days after moving in the dormitory, in principle. **If proof of de facto marriage is not provided, permission to move in will be revoked.**
- (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.

"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. And current residents whose contracts expire in March 2025 will be given third priority. Students currently living in the International Residence Halls whose contract will continue after April 2025 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 **Monday, February 10th, 2025** on the following website:

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 **Monday, February 24th, 2025** at the URL below.

You may be charged for one month's dormitory fee, etc. if you cancel after the deadline.

<https://hrs.ad.hit-u.ac.jp/v33/entries/add/799>

9. Room Number Announcement

Room numbers will be announced as follows.

【Ikkyo-ryo】

Room numbers will be announced on **Wednesday, March 19th, 2025** on the following website.

https://international.hit-u.ac.jp/en/curr/accom/apply/degree_students/

【Kunitachi】

Room numbers will be announced by **Wednesday, March 19th, 2025** via email from the Kunitachi Residence Hall office.

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 Wednesday, March 26th, 2025.

【Kunitachi】 9am – 4pm on Thursday, March 27th, 2025

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

Submission deadline: Moday, February 24th, 2025

<https://hrs.ad.hit-u.ac.jp/v33/entries/add/792>

※ 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

Ikkyo-ryo	Rent/month	Common Fee/Month	Organization Fee/Month	Fire Insurance Contribution 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

Kunitachi	Rent/month	Common Fee/Month	Organization Fee/Month	Fire Insurance Contribution Fee/Month	Total/Month	Cleaning Fee (Charged once)
Couple Room	¥58,000	¥4,900		¥500	¥63,400	¥30,000
Family Room	¥74,000	¥5,200		¥500	¥79,700	¥30,000

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: 5th day of each month
- ③ Withdrawal date for other fees: Ikkyo-ryo on the 20th day of each month, Kunitachi Residence Hall on the 5th 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

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 permission will be revoked.
- 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

- (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

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.