

HITOTSUBASHI UNIVERSITY RESIDENCE HALL KEIMEIKAN
2023APPLICATION GUIDELINES
(For residencies beginning Fall 2023)

1. Total number of rooms available: About 12

Type A rooms: 11

Type B rooms: 1

Barrier-free rooms*: 0

* Students with physical disabilities are given priority access to the barrier-free rooms, but they are open to other applicants if there is no student who needs it at the time of recruitment. However, if there is a request from a student with a disability who needs to live in a barrier-free room, you will be required to move out even during your permitted residency period.

2. Eligibility for residence*:

Students eligible for residence must be enrolled at Hitotsubashi University as of September 1st, 2023, as one of the following:

(1) Postgraduate student (including international students)

(2) Student with a physical disability

(3) International research student

(4) Any other student approved for residence by the University President

* Those who are currently residing in Keimeikan whose contract ends in September 2023 can apply for a new residency period. However, even if another residency period is granted by lottery, you are required to move out temporarily so as to allow for cleaning.

3. Period of residence:

Students can reside for any period from September 1st, 2023 to August 15th, 2024^{*1~*3}.

*1 No matter what the reason, students cannot extend the permitted residency period.

*2 Even if it is within the permitted residency period, students are not allowed to live at the Hall after graduation.

*3 Students cannot move-in on weekends and holidays.

4. Application method and application period:

(1) Application method:

please complete the online application from the following URL.

<https://hrs.ad.hit-u.ac.jp/v33/entries/add/620>

(2) Application period:

from July 26th(Wed) to August 1st (Tue) Noon, 2023

5. Selection method:

Residents will be selected by lottery.

6. Announcement of results:

Results will be announced on August 3rd (Thu) Noon, 2023 on the Hitotsubashi University website.

Website URL: <http://www.hit-u.ac.jp/shien/campuslife/apartment.html>

- * If you choose to cancel your request to live in the residence hall, please submit your cancellation request at the URL below by **【15th of August】** . 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>

7. Expenses:

- (1) Entrance fee: 30,000 yen
- (2) Rent (monthly):
 - Type A room: 49,000 yen
 - Type B room: 60,000 yen
 - Barrier-free room: 49,000 yen
 - Fire insurance contribution fee: 500yen
- (3) Common service fee: 6,000 yen
 - * Even if you currently reside at Keimeikan, you will need to pay the Entrance fee if you intend to reside at Keimeikan again.
 - * In addition to the above fees, you need to pay the Utility fees (Water bills are included in the common service fee).
 - * Accepted students need to contact the electric power company to open an electricity account.

Payment method:

Please pay the amount on the monthly invoice issued by the manager's office (please note that the invoice for the month that you move in will include the Entrance fee) either by a bank transfer to the designated account (transaction fees paid by the resident) or in person at the manager's office at Residence Hall Keimeikan if you are unable to transfer funds to the designated account due to unavoidable circumstances.

8. Allergies:

If you have any allergies, please inform the Student Services Division in advance.

9. Location and transport:

Hitotsubashi University Residence Hall Keimeikan
3-7-1 Higashi, Kunitachi
Tokyo 186-0002

- * This location is approximately an 8-minute walk from Kunitachi Campus of Hitotsubashi University.

10. Facilities:

- (1) Separate spaces
 - (a) Type A rooms (20.43 m²); Type B rooms (27.61 m²); Barrier-free rooms (27.61 m²).
 - (b) Communal facilities: Four washing machines and four dryers in each laundry area for men and women, one multipurpose toilet, ten parcel delivery boxes.
 - * Multipurpose toilet: This toilet can be used by the physically disabled, those with children, pregnant women, the elderly, and those with other injuries or illnesses.
 - (c) Room facilities: washbasin, bathtub and shower, toilet, desk, desk lamp, chair, drawer unit, bookcase, air conditioner, bed, mattress, bed pad, sheet,

curtains, refrigerator, microwave oven, IH cooking heater, storage box (closet chest), air purifier, shoe rack, umbrella stand, room lighting.

* only in barrier-free room: wardrobe, and washing machine.

(2) Security

Key card for the building's entrance, ordinary key for rooms, security cameras, and an automatic fire alarm system will be issued. The hall management office is open during the week (9 am–6 pm). At night (6 pm–9 am), on weekends, and on national holidays, a call center is available.

(3) Mail

Ordinary mail is delivered to communal mailboxes (the mail is delivered from outside and is retrieved inside). Small parcels and other deliveries are placed in delivery boxes if students are out when they arrive.

(4) Internet (wired)

Each room has LAN ports. The Internet can be accessed by connecting a cable (not provided by the university) to a computer. There is no need to enter into a contract with an internet service provider separately.

(5) Television

Each room has antenna outlets. A television set can be connected to the outlet with a cable. Please contact NHK (Japan Broadcasting Corporation) to arrange the payment of the NHK monthly service fee.

(6) Parking

Spaces are available for bicycles and motorcycles but no parking is available for cars.

11. Other:

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 student has unpaid whole or partial dormitory fees which are listed in “**7. Expenses**” at the time of application, or after application, the student fails to pay their fees within the designated time even after being reminded by the University.
- (2) The student has received disciplinary action or other actions such as strict warnings from the University.
- (3) The student is no longer enrolled at Hitotsubashi University.
- (4) The student is recognized as not suitable to live in Keimeikan due to health or sanitation issues.
- (5) The student disrupts the order of Keimeikan.
- (6) The student provides false information upon applying for Keimeikan.
- (7) The student seriously hampers the management/administration of Keimeikan.

(8) The student is a current resident of a Hitotsubashi dormitory (Keimeikan, Ikkyoryo, Chuwa-ryo, Kunitachi), and their current contract ends after September 2023.

(9) The student has already been granted a room in another Hitotsubashi dormitory, but failed to cancel it before applying to Keimeikan.

12. Contact Information

Accommodation Section, Student Services Division, Hitotsubashi University
Office: Mail Building 1F, Kunitachi West Campus

«Office Hours:8:30-17:15 on 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.