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Keio University Terms and Conditions of Use of Student Dormitories

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April 1, 2018

December 10, 2018

November 1, 2019

January 12, 2021

May 25, 2021

July 30, 2021

July 27, 2022

November 29, 2022

Applicability of Terms and Conditions

Article 1

In reference to the article 5 of Keio University Rules for Student Housing, these terms and conditions shall be specified for matters concerning the use of the dormitories arranged by Keio University (hereafter "the University") for international students. In the case of any matter arising that is not provided for by these terms and conditions, such matter shall be resolved through consultation in good faith and in accordance with laws and regulations or generally established conventions.

Residents

Article 2

- (1) Persons who have been allocated accommodation at a dormitory shall be considered Residents after the announcement of the allocation.
- (2) If a Resident wishes to cancel their stay at the dormitory after having been assigned a room, the Resident must inform the University by the designated date. If the Resident cancels their stay at the dormitory after the designated date, the Resident must pay a cancellation fee of 50,000 yen to the University unless the University has granted a special exemption.
- (3) Residency may be cancelled if it is found that the Resident has falsified any details in the relevant documentation.

Period of Residence

Article 3

- (1) The period of residence shall be limited to one academic year, and in principle this period may not be extended. However, this limit shall not apply in the case that any of the below clauses from (2) through (5) apply.
- (2) If a student will enter a dormitory as a Resident Assistant or will be appointed as a Resident Assistant.
- (3) If an international student entering the Okurayama Dormitory is enrolled in a degree program at a faculty or graduate school of the University as a full-time student, they may be permitted to extend their stay for up to two academic years from their move-in date.
- (4) If an extension of their enrollment period following completion of the single academic year of courses on the Japanese Language Program (JLP) is authorized, a Resident may be permitted to extend their period of residence within the same period of their enrollment in the JLP.
- (5) If an international student entering Shonan Fujisawa International Dormitory and H Village is enrolled in a degree program at a faculty or graduate school of the University as a full-time student their permitted period of residence will be the same as the standard duration of their academic program.
- (6) If a Resident wishes to extend their period of stay, an application for an extension must be submitted within the designated period and permission to extend the period of stay must be obtained. The University will decide whether or not to permit an extension after comprehensively considering the occupancy status and schedule of the dormitory in question.

Procedure to Move In

Article 4

- (1) The Resident will choose from the periods designated by the University for moving in to the accommodation. The scheduled moving in times will exclude the Year-end and New Year's holidays, weekends, and public holidays, with check-in times set at weekdays between the hours of 9 am and 6 pm.
- (2) The Resident will be obliged to report (register) their intended date of moving in and the check-in time to the appropriate office via the designated form online as soon as these are finalized.
- (3) The Resident will be obliged to report immediately to the appropriate office if there is a change to their previously reported (registered) intended date of moving in.
- (4) If the Resident has reported a change to their previously reported (registered) intended date of moving in to the appropriate office by ten days in advance of their original intended date of moving in, the rent for the Resident will be calculated as starting from the new intended date of moving in following the change.
- (5) In case of any changes other than those indicated in the previous clause, the rent for the Resident will be calculated as starting from the intended date of moving in before the change.
- (6) If the Resident will move in on an earlier date to the previously reported (registered) intended date of moving in, the rent will be calculated as starting from the actual day on which they move in.
- (7) The Resident will in principle confirm the conditions of the accommodation with the Resident Manager when moving in, with an inventory of the conditions of the accommodation about which both the Resident Manager and Resident agree to be drafted, and with both parties then affixing their signatures to this document.

Rent

Article 5

- (1) The amount of rent is as specified in **Appendix 1** as the "Resident's Subsidized Rent."
- (2) The amount of rent may be subject to change as required. In the case that the amount of rent is to be altered, the Resident shall be notified at least three months in advance of the month in which the change is to occur.
- (3) The Resident must pay rent on the prescribed day of each month by the method designated by each dormitory.
- (4) In the case that the Resident's period of residence is less than one full month, rent for one month shall be charged. In the case that the period of residence exceeds one month and the moving in day or

moving out day is part-way through a month, the rent for the moving in month/moving out month shall be calculated using the "Rent by Daily Rate" as specified in **Appendix 2**.

- (5) If a Resident fails to pay 2 months' rent or more, their stay will be cancelled, and they will be required to move out immediately.
- (6) In principle, once rent has been paid it shall not be refunded.

Cleaning and Maintenance Fee

Article 6

- (1) The Resident must pay a Cleaning and Maintenance Fee by the university-designated method within the prescribed payment period.
- (2) The Resident may have their residency cancelled if they neglect to complete the procedures in the previous clause without a special reason.

Resident's Responsibility for Other Expenses

Article 7

The Resident's responsibility for other expenses shall be as follows:

- (1) Utilities expenses for the Resident's accommodation, and meal expenses, as specified in **Appendix 3**.
- (2) Sundry expenses related to daily life at the Resident's accommodation
- (3) Replacement or repair expenses resulting from loss of, or damage to, equipment and fixtures in the Resident's accommodation
- (4) Any other replacement or repair expenses in the case of damage to, or faults occurring in, the dormitory's facilities, equipment, or fixtures as a result of the Resident's intentional or accidental actions

Moving Out

Article 8

- (1) A Resident must register a move-out date through the method instructed by the university at least one month in advance of their proposed move-out date.
- (2) If a Resident has registered a move-out date at least 1 month before the move-out date and the move-out date specified by the Resident falls in the middle of the month, rent for the final month of stay will be calculated using a daily rate based on 1–3 in Appendix 2.
- (3) If the Resident fails to register a move-out date one month before the day of leaving the dormitory, the Resident must pay for one month's rent calculated from the date the move-out date is registered, before leaving the dormitory.
- (4) Moving out days will be on weekdays, and exclude the Year-end and New Year's holidays, weekends, and public holidays. The time of moving out shall be during the Resident Manger's office hours.
- (5) In principle, an accommodation check will be conducted when moving out by the Resident Manager against the inventory of conditions of the accommodation drafted on the moving in day. In the case of problems or damage other than those resulting from normal wear and tear, the Resident must pay any replacement or repair expenses.

Prohibited Activities

Article 9

The Resident must not engage in any of the following conduct.

- (1) Modification of, or addition to, the basic facilities at the dormitory
- (2) Use or concurrent use of the accommodation for any purpose other than as a place of residence
- (3) Subleasing of the accommodation to a third party
- (4) Bringing in of dangerous items to the dormitory or accommodation
- (5) Causing disturbances or nuisance, such as through excessive noise, to people in the area neighboring the accommodation, or keeping of animals of any type at the accommodation

Compulsory Moving Out

Article 10

The University may order a Resident to which any of the following situations apply to move out:

- (1) When deemed to have breached the University Regulations or these Terms and Conditions, disrupted the peace and order of the dormitory, or engaged in behavior inappropriate of a Resident
- (2) When no longer a student at the University
- (3) When residency at the dormitory with others is deemed inappropriate on the grounds of health considerations.
- (4) When the rent for two or more months has not been paid
- (5) When residency at the dormitory is deemed inappropriate for any other reason

Compensation for Damage

Article 11

In the case of the Resident or a guest of the Resident causing damage to the dormitory, either intentionally or accidentally, the Resident must immediately notify the appropriate office, and compensate for the damage. In addition, in the case of the Resident or a guest of the Resident causing a person living in the area neighboring the accommodation, or any other third party connected to the accommodation, to incur damages, the Resident must compensate for the damage.

Provision of Personal Information

Article 12

In some cases, the University may deem it necessary to disclose personal information at the request of the Resident Manager or person of equivalent standing for the purpose of smooth and safe management and maintenance of matters pertaining to the lives of people connected to the dormitory and the University.

Accommodation for Non-Residents

Article 13

It is forbidden for non-residents to stay at the dormitory. However, exceptions may be made in emergencies or in the case of a guest room being used.

Observance of the Accommodation's Regulations of Use

Article 14

In the case that regulations of use specific to a particular dormitory are stipulated in addition to these regulations, the Resident must strictly obey the specified regulations.

Amendment and Abolishment of the Terms and Conditions

Article 15

These terms and conditions will be amended and abolished in consultation with the Director of the International Center and the Dean of Student Affairs.

Supplementary Provisions (November 1, 2020)

These terms and conditions shall come into effect on April 1, 2020.

Supplementary Provisions (January 12, 2021)

These terms and conditions shall come into effect on March 21, 2021.

Supplementary Provisions (May 25, 2021)

These terms and conditions shall come into effect on September 1, 2021.

Supplementary Provisions (July 27, 2022)

These terms and conditions shall come into effect on November 1, 2022.

These terms and conditions shall come into effect on March 1, 2023.

Furthermore, the rent stipulated in Appendices 1 and 2 (Motosumiyoshi Residence) will be revised as of April 1, 2023, and will apply to Residents for the rent payable from April 2023.

Appendix 1 Terms and Conditions of Use of Student Accommodation
Article 5: Student Accommodation Rent

Type	Accommodation Name	Type of Room	Number of Rooms	Capacity of one room	Resident Capacity (person)	Normal Rent (Monthly)	Resident's Subsidized Rent (Monthly)	Cleaning and Maintenance Fee (Non-refundable)
University Property	Shimoda Student Village (Intl.Stud.)	Single	148	1	148		¥63,500	¥20,000
Rented by the University	Plume IS	Single	50	1	50	¥97,400	¥68,300	¥20,000
	Omori Student Dormitory	Single	50	1	50	¥98,780	¥69,200	¥20,000
	Tsunashima Student Dormitory	Single	50	1	50	¥111,000	¥78,000	¥20,000
	Motosumiyoshi Residence	Single	46	1	46	¥98,650	¥69,000	¥20,000
	Okurayama Dormitory	Single	76	1	76	¥79,650	¥56,200	¥20,000
	Hiyoshi International Dormitory	Unit Type	100	4 (per unit)	100	¥102,400	¥72,000	¥20,000
	Tsunashima SST International Dormitory	Single	82	1	82	¥113,650	¥79,600	¥20,000
	Motosumiyoshi International Dormitory	Single	60	1	60	¥103,560	¥75,700	¥20,000
	Shonan Fujisawa International Dormitory	Single	30	1	30	¥87,950	¥64,500	¥20,000
	Takanawa International Dormitory	Single	22	1	22	¥100,450	74.000	¥20,000
	H Village	Unit Type	80	5 (per unit)	80	¥109,250	¥78,000	¥20,000

*Students of some programs cannot choose the accommodation or the type of room.

Appendix 2-1 Terms and Conditions of Use of Student Accommodation

Article 5 and 8: Rent by Daily Rate (all figures in JPY)

Move-In Day (of month)	Shimoda Student Village	Plume IS	Omori Student Dormitory	Tsunashima Student Dormitory	Motosumiyoshi Residence	Move-Out Day (of month)
30・31	2,200	2,300	2,400	2,600	2,300	1
29	4,400	4,600	4,700	5,200	4,600	2
28	6,600	6,900	7,000	7,800	6,900	3
27	8,800	9,200	9,300	10,400	9,200	4
26	11,000	11,500	11,600	13,000	11,500	5
25	13,200	13,800	13,900	15,600	13,800	6
24	15,400	16,100	16,200	18,200	16,100	7
23	17,600	18,400	18,500	20,800	18,400	8
22	19,800	20,700	20,800	23,400	20,700	9
21	22,000	23,000	23,100	26,000	23,000	10
20	24,200	25,300	25,400	28,600	25,300	11
19	26,400	27,600	27,700	31,200	27,600	12
18	28,600	29,900	30,000	33,800	29,900	13
17	30,800	32,200	32,300	36,400	32,200	14
16	33,000	34,500	34,600	39,000	34,500	15
15	35,200	36,800	37,000	41,600	36,800	16
14	37,400	39,100	39,300	44,200	39,100	17
13	39,600	41,400	41,600	46,800	41,400	18
12	41,800	43,700	43,900	49,400	43,700	19
11	44,000	46,000	46,200	52,000	46,000	20
10	46,200	48,300	48,500	54,600	48,300	21
9	48,400	50,600	50,800	57,200	50,600	22
8	50,600	52,900	53,100	59,800	52,900	23
7	52,800	55,200	55,400	62,400	55,200	24
6	55,000	57,500	57,700	65,000	57,500	25
5	57,200	59,800	60,000	67,600	59,800	26
4	59,400	62,100	62,300	70,200	62,100	27
3	61,600	64,400	64,600	72,800	64,400	28
2	62,600	66,700	66,900	75,400	66,700	29
1	63,500	68,300	69,200	78,000	69,000	30・31

- Daily rate calculated from the resident's subsidized rent and by setting one month as 30 days. (Rate then rounded up to the nearest 100 JPY).
- All rent for periods less than a full month shall be calculated using the above table, even for February. If the resident moves out at the end of February, they will be charged a full month's rent.

Appendix 2-2 Terms and Conditions of Use of Student Accommodation

Article 5 and 8: Rent by Daily Rate (all figures in JPY)

Move-In Day (of month)	Okurayama Dormitory	Hiyoshi International Dormitory	Tsunashima SST International Dormitory	Motosumiyoshi International Dormitory	Shonan Fujisawa International Dormitory	Move-Out Day (of month)
30・31	1,900	2,400	2,700	2,600	2,200	1
29	3,800	4,800	5,400	5,200	4,400	2
28	5,700	7,200	8,000	7,800	6,600	3
27	7,500	9,600	10,700	10,400	8,800	4
26	9,400	12,000	13,300	13,000	11,000	5
25	11,300	14,400	16,000	15,600	13,200	6
24	13,200	16,800	18,600	18,200	15,400	7
23	15,000	19,200	21,300	20,800	17,600	8
22	16,900	21,600	23,900	23,400	19,800	9
21	18,800	24,000	26,600	26,000	22,000	10
20	20,700	26,400	29,200	28,600	24,200	11
19	22,500	28,800	31,900	31,200	26,400	12
18	24,400	31,200	34,500	33,800	28,600	13
17	26,300	33,600	37,200	36,400	30,800	14
16	28,100	36,000	39,800	39,000	33,000	15
15	30,000	38,400	42,500	41,600	35,200	16
14	31,900	40,800	45,200	44,200	37,400	17
13	33,800	43,200	47,800	46,800	39,600	18
12	35,600	45,600	50,500	49,400	41,800	19
11	37,500	48,000	53,100	52,000	44,000	20
10	39,400	50,400	55,800	54,600	46,200	21
9	41,300	52,800	58,400	57,200	48,400	22
8	43,100	55,200	61,100	59,800	50,600	23
7	45,000	57,600	63,700	62,400	52,800	24
6	46,900	60,000	66,400	65,000	55,000	25
5	48,800	62,400	69,000	67,600	57,200	26
4	50,600	64,800	71,700	70,200	59,400	27
3	52,500	67,200	74,300	72,800	61,600	28
2	54,400	69,600	77,000	74,700	63,100	29
1	56,200	72,000	79,600	75,700	64,500	30・31

- Daily rate calculated from the resident's subsidized rent and by setting one month as 30 days. (Rate then rounded up to the nearest 100 JPY).
- All rent for periods less than a full month shall be calculated using the above table, even for February. If the resident moves out at the end of February, they will be charged a full month's rent.

Appendix 2-3 Terms and Conditions of Use of Student Accommodation
Article 5 and 8: Rent by Daily Rate (all figures in JPY)

Move-In Day (of month)	Takanawa International Dormitory	H Village	Move-Out Day (of month)
30・31	2,500	2,600	1
29	5,000	5,200	2
28	7,500	7,800	3
27	10,000	10,400	4
26	12,500	13,000	5
25	15,000	15,600	6
24	17,500	18,200	7
23	20,000	20,800	8
22	22,500	23,400	9
21	25,000	26,000	10
20	27,500	28,600	11
19	30,000	31,200	12
18	32,500	33,800	13
17	35,000	36,400	14
16	37,500	39,000	15
15	40,000	41,600	16
14	42,500	44,200	17
13	45,000	46,800	18
12	47,500	49,400	19
11	50,000	52,000	20
10	52,400	54,600	21
9	54,800	57,200	22
8	57,200	59,800	23
7	59,600	62,400	24
6	62,000	65,000	25
5	64,400	67,600	26
4	66,800	70,200	27
3	69,200	72,800	28
2	71,600	75,400	29
1	74,000	78,000	30・31

- Daily rate calculated from the resident's subsidized rent and by setting one month as 30 days. (Rate then rounded up to the nearest 100 JPY).
- All rent for periods less than a full month shall be calculated using the above table, even for February. If the resident moves out at the end of February, they will be charged a full month's rent.

Appendix 3 Terms and Conditions of Use of Student Accommodation
Article 7: Responsibility for Utilities and Meal Expenses

Utilities/Meal Expenses Accommodation Name	Electricity		Water		Telephone		Internet		Meals	
	Resident	University	Resident	University	Resident	University	Resident	University	Resident	University
Shimoda Student Village (Intl.Stud.)		○		○		○		○	/	/
Plume IS		○		○	/	/		○	/	/
Omori Student Dormitory		○		○	/	/		○	Included in Rent	/
Tsunashima Student Dormitory		○		○	/	/		○	Included in Rent	/
Motosumiyoshi Residence		○		○	/	/		○	/	/
Okurayama Dormitory		○		○	/	/		○	/	/
Hiyoshi International Dormitory		○		○	/	/		○	/	/
Tsunashima SST International Dormitory		○		○	/	/		○	/	/
Motosumiyoshi International Dormitory		○		○	/	/		○	Optional *	/
Shonan Fujisawa International Dormitory		○		○	/	/		○	Optional *	/
Takanawa International Dormitory		○		○	/	/		○	/	/
H Village		○		○	/	/		○	Included in Rent	/

* Meal tickets can be bought at the dormitory's cafeteria.

* Meals are available with a reservation in the dormitory cafeteria. The cost for meals ordered will be billed separately.

* In the case of utilities expenses that are far greater than normal, the resident may be charged separately.