UNIVERSITY GUARANTOR SYSTEM

The following requirements must be met in order to apply to our guarantor system. Then follow the application procedures given below.

■ Eligibility Requirements

(1) Enrolled at the University of Tokyo as an undergraduate, graduate, or research student; also prospective students to be enrolled at the University of Tokyo who require the guarantor service for commute.
   * Researchers, post-docs are NOT eligible for the system.

(2) Must have the status of residence of "College Student".

(3) Covered by the designated insurance.
   (Comprehensive Renters' Insurance for Foreign Students Studying in Japan)

(4) If you plan to share the accommodation with others, they should be a member of your immediate family (spouse/child only), or be international students who fulfill requirements(1)–(3) above. Hence if you are going to share the accommodation with your siblings who are not enrolled at UTokyo, unfortunately you are not eligible for the service. In such cases, please talk to your agency and consider using a private guarantor company.

■ Application Procedure

STEP1 — Apply at International Students and Researchers Support Group (ISRSG)
   • Submit a copy of your student ID and residence card and receive the package of forms necessary for completing the subsequent procedures.
   • Hand the document for the landlord or real estate agent (東京大学留学生住宅機関保証制度のご案内(家主・不動産業者向け)) and the two sheets of Guarantee of Tenancy (賃貸住宅入居保証書) to the landlord or real estate agent, and ask them to sign and seal at the bottom of the Guarantee of Tenancy after filling in the necessary items.

STEP2 — Submit a copy of the draft lease contract and the Guarantee of Tenancy to ISRSG
   • Receive a copy of the draft lease contract and the two sheets of Guarantee of Tenancy (including agent's seal) from the landlord or real estate agent, and submit it to the ISRSG office with other required documents.
   * Keep in mind that the Guarantee will be returned to you 3 days after you submit those documents.
   • Receive a payment slip and pay the insurance premium (¥8,000 for two years, ¥4,000 for one year) at a LAWSON convenience store and receive a premium receipt

STEP3 — Receive the Guarantee of Tenancy from ISRSG
   (3 business days after STEP 2, excluding Saturday, Sunday, and holidays)
   • Submit the premium receipt to ISRSG and complete the insurance enrollment procedure to receive your policy holder certificate.
   • Receive the two sheets of Guarantee of Tenancy (including guarantor's seal) and take it to the landlord or real estate agent.

STEP4 — Submit a copy of the signed lease contract and the Guarantee of Tenancy (including landlord's seal) to ISRSG after signing the contract
   [Note] You will not be able to reside in the apartment until after passing Step 3 and completing the contract with the landlord or real estate agent.

Before you terminate the lease, “Form 5 - Notice of Lease Termination” must be submitted to International Students and Researchers Support Group.