

# Procedures of Admission to Toshima International Hall of Residence Building A

July 2020  
The University of Tokyo  
Scholarship & Welfare Group

You are admitted to Toshima International Hall of Residence Building A. To move-in the accommodation, please follow the following procedures.

## Procedures for move-in:

1. Inform us of your expected arrival date and time with your name in KATAKANA) by August 21 (Thu.) through the following URL.

**URL :**

[https://docs.google.com/forms/d/e/1FAIpQLSdTGUYL3IZjLMzn15yHkJMDj6X8PMLBJgwjPk4-aLvDRfY3Nw/viewform?usp=pp\\_url](https://docs.google.com/forms/d/e/1FAIpQLSdTGUYL3IZjLMzn15yHkJMDj6X8PMLBJgwjPk4-aLvDRfY3Nw/viewform?usp=pp_url)

2. The move-in period is designated as below.

**Period :** September 24 (Thu.) – October 7 (Wednesday)  
(From 9:00am to 5:00pm.)

\*Not allowed to move in earlier than September 24

3. After you move in the Hall, please complete the registration process during the designated period at the following office. **The necessary documents for the registration process are prepared on the desk of your room on your arrival date.**

**Period :** September 24 (Thu.) – October 7 (Wednesday)  
(From 9:00am to 5:00pm on weekdays.)

**Location :** Welfare Team (Mall floor, Student Support Center, Hongo campus)

4. If you wish to cancel your room, please fill out the following form and let us know immediately.

**URL :**

[https://docs.google.com/forms/d/e/1FAIpQLSchLhz8f9h2ansgiOeVsNyyzR1fKk0Sqd\\_38cc8yJtXVksLg/viewform?usp=pp\\_url](https://docs.google.com/forms/d/e/1FAIpQLSchLhz8f9h2ansgiOeVsNyyzR1fKk0Sqd_38cc8yJtXVksLg/viewform?usp=pp_url)

\*The student status (i.e. Master's Course, Professional Degree Course, Doctoral Course, or Foreign Research Student ) that you input at OSTA when applying is requirement for move-in. You cannot move in International Hall of Residence before the admission result is released.

\*Even if you move in or move out from the International Hall of Residence in the middle of month, you must pay a full amount of monthly Accommodation Fees. Accommodation Fees are not reducible by day.

## Points to notice :

### 1) For the prevention of the spread of COVID-19

Please be sure to follow the instructions of “Move-in Instruction for the UTokyo Accommodations” for the prevention of the spread of COVID-19. You may find the instruction in the application result message from OSTA.

### (2) Rescission of an admission of entrance

If you do not complete the procedure for move-in during the designated period without any particular reasons, your admission to the Hall can be canceled. Moreover, if you submit false personal data for the procedure, Welfare team can revoke your admission to the Hall retroactively.

### (3) Usage of electricity and water

You are individually responsible for setting up the use of electricity and water. (You need to pay the cost of them on your own.)

Please be advised to set up aforementioned utilities a few days prior to your arrival. Because the allotted room No. may change after you receive your admission to the Hall, do not process setting up too early. If you do not set up beforehand, you cannot use the utilities.

You can make reservation for the set-up through website or by phone.

#### <Contact>

Electricity :

Tokyo Electric Power Company Customer Center (Daini)

Tel : 0120-995-005 (toll free) / 03-6375-9786 (local charges apply)

Website : <https://www7.tepco.co.jp/ep/startstop/index-e.html>

Water :

Bureau of Waterworks Tokyo Metropolitan Government

Tel : 03-5326-1100 (Moving/Contract) / 03-5326-1101 (Water leak etc.)

Website : <https://www.waterworks.metro.tokyo.jp/eng/charge/otodoke.html>

### (4) Other

As a personal room is not so large, you are not allowed to bring large home appliances or furniture, for example, a refrigerator, a chest of drawer, and something like that. When you ship your baggage before entering into the residence, you need to arrange it by yourself after your arrival onward. The residence officers do not receive and keep any luggage in advance.

If you would like to preview the Toshima International Hall of Residence Building A prior to your entrance day, you can ask Welfare Team : [kousei.adm@gs.mail.u-tokyo.ac.jp](mailto:kousei.adm@gs.mail.u-tokyo.ac.jp).

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