※ The Japanese version is the authoritative version, and this English translation is for reference purposes only. Should any discrepancies or doubts arise between the two versions, the Japanese version will prevail.

The University of Tokyo Regulations on the Use of the Mejirodai International Village

Approved by the Executive Vice President of UTokyo
Dated: September 1, 2019
Revised: March 4, 2020
Revised: December 9, 2021
Revised: October 7, 2022
Revised: October 26, 2023

1. This regulation stipulates the essentials for the use of the accommodation areas of the University of Tokyo Mejirodai International Village (hereinafter referred to as the "Village") in accordance with the rules provided in Article 5 of "The University of Tokyo Regulations on the International Lodges".

2. Eligibility for Use of the Village

- International researchers engaged in education and research at the University of Tokyo (hereinafter referred to as "UTokyo") and their spouses
- Students enrolled at UTokyo and their spouses
- Others permitted by the Director of the Village

3. Permitted Term of Stay at the Village

- The usual permitted term of stay is a maximum period of one year. However, the permitted term of stay can be renewed upon request every year up to the end of the regular term of enrollment for the student's course duration at UTokyo as an undergraduate or graduate student. The permitted term of stay for international researchers and research students is usually up to a maximum period of one year but may be renewed yearly upon request until the end of their designated term of research at UTokyo.
- The Director of the Village has the right to change the permitted term of stay if there are any compelling reason.

4. Procedures for Move-In and Renewal of the Term of Stay

- Applicants or representatives of the applicants are to submit the application to the UTokyo Property Management Group through the designated online system.
- Those permitted to the Village are required to move in within 7 days from the starting date of their permitted term of stay printed on their “Notification of Admission”.
- Those permitted to reside in the Village will have to submit the designated forms of the “Registration” and “Pledge” to the Village Office at the time they move in to the Village.
- In order to renew the term of stay, residents are required to submit the renewal form to the UTokyo Asset Planning Group (Village Office) at least 60 days prior to the end date of their permitted term of stay.

5. Permission to Reside at the Village and Renewing the Term of Stay

- The permission to reside at the Village and renewing the term of stay will be determined by the Director of the Village through consultations held by the relevant UTokyo Executive Vice President or Vice President.
- Those permitted to reside or renew the term of stay at the Village will be issued with a “Notification of Admission”.

6. Cancellation of Permission to Reside at the Village

- The Director of the Village holds the right to cancel a resident’s permission to reside at the Village if the said person does not fulfill their obligations as follows:

(1) if the resident does not move into the Village within the designated period without sufficiently good reason thereof;
(2) if the resident does not fulfill the payment of the accommodation fees by the said due date regardless of the repeated request made by the Village Office for a period of more than 3 months;
(3) if the resident has caused serious damage to the management or operation of the Village by ways of infringing the rules provided in Item 12 below;
(4) if the resident does not cease their acts of harassment, intimidation, or infringement of the human rights of others during their stay at the dorm in violation of the provision specified in Item 13 below regardless of the repetitive warning given by the Director of the Village; and
(5) if the resident does not fulfill their obligations to compensate the damages and losses stated in Item 14 below.

- Those whose permission to reside at the Village have been cancelled must leave the Village within 7 days from the date of notification thereof.

7. Accommodation Fees, etc.

- Residents are required to make the payment of the accommodation fees given in the chart below in addition to the utility fees (including internet fees) and maintenance fees.
- Residents are required to pay the Entrance Fee at the time of their move-in unless otherwise exempted by the Director of the Village for any compelling reasons.
- Residents are required to make the payment of a renewal fee when the permitted term of stay is renewed.

8. Payment of the Bill

- Residents are required to make the payment by the due date printed on the payment slip. All amounts once paid will not be reimbursed under any circumstances.
- The billing amount is calculated based on the permitted term of stay printed on the "Notification of Admission".
- The accommodation fees will be prorated only if the printed date(s) on their "Notification of Admission" starts or ends on a day that is part of the way through the month. In this case, the prorated accommodation fees will be calculated by ways of multiplying the daily fee with the number of stays at the Village for the said month. There will be no other cases where the accommodation fees will be prorated.

9. Departure from the Village

- Residents are required to submit the "Notification of Departure" to the UTokyo Asset Planning Group (Village Office) no later than 60 days prior to the actual date of departure from the Village. However, this regulation is not applicable to those whose permit to reside at the Village has been cancelled.

10. Usage of the Common Facilities of the Village

- Residents may use the common facilities by following the designated procedures. Non-residents may use the common facilities by obtaining the permission from the Director of the Village.
- The Director of the Village holds the right to prohibit or cancel the use of the Village common facilities in the event the user has caused serious damage to the common facilities of the Village.
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11. Resident Assistant (hereinafter referred to as "RA")

- The RA will be elected from the residents or applicants who obtained the permission to

reside at the Village and will be appointed by the Director of the Village through a selection process.

- The RA is to respond to the various consultations from the Village residents in addition to the other duties stipulated in a separate regulation of the Village such as planning of events and supporting the daily life of residents both on campus and at the Village.
- Residents are required to cooperate in managing both the shared block and the Village by taking the advice from the RA.
- Other rules regarding the RA will be stipulated in a separate regulation of the Village.

12. Maintaining Order within the Village

- Residents are required to maintain order within the Village as well as the maintenance of its facilities and equipment in order to keep them in good shape.
- Residents are required to abide by the rules established by the Village including the “Resident Guide”, etc.

13. Mutual Respect for Human Rights

Residents must mutually respect the human rights of others including all persons working for the management and operation at the dorm, based on the provisions with regards to respecting the basic human rights of each university member specified in the “The University of Tokyo Charter” and “The University of Tokyo Statement on Diversity & Inclusion”.

14. Compensation of Damages and Losses

- Residents must restore any damages or losses caused to the facilities or equipment, etc. of the Village to its original state or compensate for any payments incurred thereof in accordance with the instructions of the university.

15. Others

- The Director of the Village will determine other necessary matters not stated herein concerning the usage of the Village through consultations held by the UTokyo Executive Vice Presidents.
- Forms designated by UTokyo are only acceptable for the procedures.

Supplementary Provisions
These regulations shall come into force on September 1, 2019.

Supplementary Provisions
These regulations shall come into force on April 1, 2020.

Supplementary Provisions
These regulations shall come into force on April 1, 2022.

Supplementary Provisions
These regulations shall come into force on November 1, 2022.

Supplementary Provisions
These regulations shall come into force on December 1, 2023.

Table of Room Types and Fees

	Room Type	Room Category	Monthly Accommodation Fee
Shared Type	A/B	Single	55,300 JPY
	C/D/ R/S	Single	69,800 JPY
Independent Type	E	Single	75,800 JPY
	T	Single	69,800 JPY
	F	Single	81,800 JPY
	G	Single/Couple	95,000 JPY
	H/J	Single/Couple	106,000 JPY
	K	Single/Couple	111,000 JPY
	L	Single	111,000 JPY
	M/N	Single/Couple	135,000 JPY
	P	Accessible	135,000 JPY
	Q	Suite	229,000 JPY