

※ 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 Regulation on the Use of the International Lodge / Shirokanedai Lodge

Approved by the Executive Vice President of UTokyo

Dated: November 25, 2010

First Amendment: January 1, 2012

Second Amendment: October 23, 2012

Third Amendment: March 14, 2018

1. This regulation stipulates the essentials for the use of the University of Tokyo International Lodge / Shirokanedai Lodge (hereinafter referred to as the “Lodge”) 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 Lodge
 - International researchers engaging in research education at the University of Tokyo (hereinafter referred to as “UTokyo”) and their spouses and children
 - International students enrolled at UTokyo and their spouses and children
 - International researchers engaging in research education at National University Corporations other than UTokyo (if there are vacancies at that time at the Lodge) and their spouses and children
 - Others permitted by the UTokyo Executive Vice President of Global Affairs or Vice President of UTokyo (hereinafter referred to as the “UTokyo Executive Vice President of Global Affairs”) as being eligible.
3. Permitted Term of Stay at the Lodge
 - From a minimum of 14 days up to a maximum of 1 year. However, the permitted term of stay for international students will be from a minimum of 1 month to a maximum of 1 year.
 - The above permitted term of stay may be shortened or extended if deemed necessary by the UTokyo Executive Vice President of Global Affairs.
4. Permission to Reside at the Lodge
 - The permission to reside at the Lodge will be notified by the UTokyo Executive Vice President of Global Affairs to the applicant through the head of the UTokyo Faculty/Department of which the applicant is enrolled at..
 - Those permitted to the Lodge will be issued the “Notification of Admission” by the UTokyo Executive Vice

President of Global Affairs.

5. Procedures for Application and Move-In

- Applicants are required to submit their applications to the UTokyo International Students and Researchers Support Group through the head of their Faculty/Department.
- Those permitted to the Lodge will have to move-in within 7 days from the starting date of their permitted term of residence printed on their "Notification of Admission."
- Those permitted to the Lodge will have to submit the designated forms of the "Registration" and "Pledge" to the Lodge Office at the time of their move-in date to the Lodge.

6. Cancellation of Permission

- The UTokyo Executive Vice President of Global Affairs holds the right to cancel the permission to reside at the Lodge if the said person does not fulfill one's obligations as the following:
 - (1) if he/she does not move into the Lodge within the designated period provided in Item 5 above without sufficiently good reason thereof;
 - (2) if he/she does not fulfill the payment of the accommodation fees by the said due date regardless of the repeated request made by the Lodge;
 - (3) if he/she has caused serious damage to the management/operation of the Lodge by ways of infringing the rules provided in Item 11 below; and
 - (4) if he/she does not fulfill his/her obligations to compensate the damages and losses stated in Item 12 below.
- Those whose permission to reside at the Lodge have been cancelled will need to leave the Lodge within 7 days from the date of notification thereof.

7. Accommodation Fees, etc.

- Residents will be charged the accommodation fees given in the chart below in addition to the utilities fees and common service fees of the Lodge.

8. Payment of the Bill

- Residents need to pay the amount billed by the due date written on the payment slip. All amounts paid will not be reimbursed under any circumstances.
- If a resident is to move into or out of the Lodge on a date in between the start/end of the month, the accommodation fees thereof will be prorated by ways of calculating the fees by multiplying the daily fee with the number of stays at the Lodge for the said month.

9. Departure from the Lodge

- Residents are required to submit the "Notification of Departure" to the Lodge Office by no later than 14 days prior to their actual date of departure from the Lodge. However, this regulation is not applicable to those whose permit to the Lodge has been cancelled.

10. Usage of the Common Facilities of the Lodge

- The common facilities of the Lodge can only be used by those who have gained permit either from a Lodge resident or the Director of the Lodge and who have sought and gained the necessary permit from the UTokyo Property Management Group.
- The university holds the right to prohibit and cancel the use of the Lodge common facilities in the case the user causes serious damages to the common facilities of the Lodge.

11. Maintaining the Order within the Lodge

- Residents are required to cooperate in maintaining the order within the Lodge as well as the maintenance of its facilities and equipment in order to keep them in good shape.

12. Compensation of Damages and Losses

- Residents are required to compensate for any damages and losses caused to the Lodge facilities and equipment; either by intent or by negligence, and will be held responsible to restore the Lodge facilities and equipment to their original state.

13. Miscellaneous

- Residents are required to fill out and submit the designated forms by the University to the Lodge Office as requested.

Supplementary Provisions

This regulation is to take effect from November 25, 2010.

Supplementary Provisions

The first amendment to this regulation is to take effect from January 1, 2012.

Supplementary Provisions

The second amendment to this regulation is to take effect from October 1, 2012.

Supplementary Provisions

The third amendment to this regulation is to take effect from April 1, 2019.

■ Table of the Accommodation Fees at the Shirokanedai Lodge

	Room Type	Researchers		International Students		Notes
		Monthly Rent	Daily Rate	Monthly Rent	Daily Rate	
Shirokanedai A Shirokanedai B	Single	JPY 37,800	JPY 1,260	JPY 31,500	JPY 1,050	Type C
		JPY 45,900	JPY 1,530			Type D
	Couple	JPY 82,600	JPY 2,750	JPY 68,900	JPY 2,300	Type B
		JPY 70,400	JPY 2,350	JPY 58,700	JPY 1,960	Type E
	Family	JPY 128,500	JPY 4,280	JPY 107,100	JPY 3,570	Type A
Shirokanedai C	Single	JPY 48,600	JPY 1,620	JPY 40,500	JPY 1,350	
	Couple	JPY 110,200	JPY 3,670	JPY 91,800	JPY 3,060	
	Family	JPY 165,200	JPY 55,000	JPY 137,700	JPY 4,590	
	Family Suite	JPY 185,800	JPY 6,200			
	Couple Suite	JPY 140,400	JPY 4,680			