

※ 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 Oiwake International Village

Approved by the Executive Vice President of UTokyo
Dated: December 9, 2021
Revised: October 7, 2022
Revised: October 26, 2023

1. These regulations stipulate the essentials for the use of the University of Tokyo Oiwake International Village (hereinafter referred to as the “Oiwake Village”) in accordance with the rules provided in Article 5 of “The University of Tokyo Regulations on the International Lodges”.
2. Eligibility for Use
 - Researchers engaging in research education and activities at the University of Tokyo (hereinafter referred to as “UTokyo”) and their spouses and children;
 - Doctoral course students enrolled at UTokyo and their spouses and children;
 - Medical interns working at the University of Tokyo Hospital and their spouses and children;
 - Students with special needs in term of their physical conditions, etc. enrolled at UTokyo and their caregiver(s); and
 - Others permitted by the Director of Oiwake Village (hereinafter referred to as the “Director of the Village”).
3. Permitted Term of Stay
 - The basic permitted term of stay is from a minimum of 14 days up to a maximum period of one year. However, the permitted term of stay can be renewed upon request every year up till the end of one’s regular term of enrollment at UTokyo for doctoral students and up till the end of one’s designated term of research at UTokyo for international researchers.
 - The above permitted term of stay may be reduced or extended if deemed necessary by the Director of the Village.
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 Asset Planning Group through the designated online system.

- Those permitted to the Oiwake Village are required to move in within 7 days in principle from the starting date of their permitted term of stay printed on their “Notification of Admission”.
- Those permitted to reside at the Oiwake Village will have to submit the designated forms of the “Registration” and “Pledge” to the Oiwake Village office at the time of move-in.
- In order to renew the term of stay, residents are required to submit the renewal form to the UTokyo Asset Planning Group through the designated online system at least 60 days prior to the final date of their current permitted term of stay.

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

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

6. Cancellation of One’s Permission to Reside

- The Director of the Village holds the right to cancel a resident’s permission to reside at the Oiwake Village if the said person does not fulfill their obligations as follows:
 - (1) if the resident does not move into the Oiwake 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 Oiwake 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 Oiwake Village by ways of infringing the rules provided in Item 11 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 12 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 13 below.
- Those whose permission to reside at the Oiwake Village have been cancelled must leave the Oiwake 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 common service 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”.
- If a resident shall move into or out of Oiwake Village on a date part of the way through the month, the accommodation fees thereof shall be prorated by ways of multiplying the daily fee with the actual number of stays for the said month.

9. Departure

- Residents are required to submit the “Notification of Departure” to the UTokyo Asset Planning Group (Oiwake Village office) by no later than 14 days prior to the actual date of departure. However, this regulation is not applicable to those whose permit to reside at the Oiwake Village has been cancelled.

10. Usage of the Common Facilities

- 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 Oiwake Village common facilities in the event the user has caused serious damage to the common facilities of the Oiwake Village.

11. Maintaining Order

- Residents are required to maintain order within the Oiwake 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 Oiwake Village in the “Resident Guide”.

12. 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”](#).

13. Compensation of Damages and Losses

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

14. Miscellaneous

- The Director of the Village will determine other necessary matters not stated herein concerning the usage of the Oiwake Village through due consultations held with the UTokyo Executive Vice Presidents.

- All documents shall be submitted using the designated forms as requested.

Supplementary Provisions

These regulations shall come into force on January 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 Fees of the Oiwake Village

Oiwake International Village	ROOM TYPE	RESEARCHERS Monthly Rent	RESEARCHERS Daily Rate
	Single Room	JPY 64,000	JPY 2,140
	Family Room 1※1	JPY 121,000	JPY 4,040
	Family Room 2※2	JPY 154,000	JPY 5,140

※1 : Family Room 1 can accommodate couples with 1 toddler under the age of 6.

※2 : Family Room 2 has one kids' room and can accommodate couples with up to 2 children plus 1 toddler (under the age of 6) in all.