

Komaba Lodge Main and Komaba Lodge B/C/D
Changes to the Dormitory Departure Form Submission Process

July 2026
UTokyo Housing Office

This is to inform you that the submission process for the **Notice of Departure** for residents of Komaba Lodge Main and Komaba Lodge B/C/D will be revised, effective January 1, 2027, as outlined below.

	~until Dec. 31, 2026	from Jan. 1, 2027~
SUBMISSION DEADLINE	14 days in advance	28 days in advance
PENALTY FOR LATE SUBMISSION	Residents will be required to pay rent for 14 days, calculated from the date of submission.	Residents will be required to pay rent for 28 days, calculated from the date of submission.
DATE OF DEPARTURE	Submission of confirmed move-out date mandatory.	Submission of confirmed move-out date mandatory.
CONTACT INFORMATION AFTER DEPARTURE	Submission of confirmed contact information and home address mandatory.	Only if the contact information and home address after departure have not yet been finalized may they be communicated to the lodge office at a later date.

<Reason for Change>

The primary purpose of the proposed rule change above is to enhance the efficient operation and management of dormitory rooms at Komaba Lodge Main and the Komaba Lodge B, C, and D buildings.

As the university's only dormitory exclusively for international students, the residence experiences significant resident turnover each spring and autumn, necessitating the preparation of rooms for incoming residents within a very short turnaround period.

The implementation of the new rule is expected to allow sufficient time for room maintenance and preparation, thereby ensuring that new residents can be accommodated in a safe, comfortable, and properly maintained environment.

Although this change may cause some inconvenience to current residents, we sincerely ask for your kind understanding and cooperation, both of which would be greatly appreciated. Thank you.