



## Dormitory Information For Special International Students

Rikkyo University offers special international students (including incoming exchange students from partner institutions) five dormitories in cooperation with external contractors by signing the rental contract. All the rooms of each dormitory are single and furnished so that you can start your life in Japan smoothly. Special international students are able to apply for five dormitories as follows.

① RIR Shiinamachi   ② RUID Asakadai   ③ RUID Shiki   ④ Rikkyo Global House   ⑤ Comfort Ikebukuro

### << IMPORTANT >>

**Please read the following conditions before applying for dormitories.**

#### ◎ Dormitory and room assignment

- Rikkyo University makes all decisions regarding dormitory and room assignments depending on the number of incoming exchange students. Although there are differences in the dormitory fee and facilities among five dormitories, only those who are willing to stay in any of the dormitories can apply for a room. **You cannot select or refuse any particular dormitory. Please note that your preference cannot be guaranteed due to the availability of rooms at each dormitory.**
- Once the housing arrangement is made by the university, you cannot change or cancel the accommodation. Therefore, you must read the information of the dormitories carefully and understand conditions completely before your application.

#### ◎ Payment of the dormitory fee

- The dormitory fee will be charged per semester, and must be deposited directly into the designated bank account of the cooperated management company by the due date. Note that **installment payments are not allowed.** Therefore, please consider well how to bear the dormitory fee before applying for the dormitories.

#### ◎ Change in the information.

- The information regarding the dormitories such as the dormitory fee and facilities which are explained in this document are subject to change in the future.

# 1. RIR SHIINAMACHI

## ■ Buildings & Facilities

<b>Management company</b>	Mainichi Comnet Co. Ltd.
<b>Number of rooms</b>	70 rooms: 18 rooms are reserved for special international students
<b>Nearest station</b>	<ul style="list-style-type: none"> <li>• Seibu Ikebukuro Line/ 7-minute walk from Shiinamachi Station</li> <li>• Tokyo Metro Yurakucho Line/ 9-minute walk from Kanamecho Station</li> </ul>
<b>Access to the University</b>	<ul style="list-style-type: none"> <li>▪ <b>To Ikebukuro Campus</b> about 14-minute walk</li> <li>▪ <b>To Niiza Campus</b> about 35 min. from Kanamecho Station by train and on foot Student Commuter Pass (as of January 2019) : ¥7,000 for 1month, ¥19,950 for 3months, ¥37,800 for 6months</li> </ul>
<b>Floor</b>	Co-Ed Floor only
<b>Room facilities</b>	Single 16.89 m <sup>2</sup> to 18.41 m <sup>2</sup> / Prefabricated bath, separate toilet, separate handwashing sink, air conditioner, closet, video entryphone, Internet for 24-hour connection, gas-fired water supply, bathroom dryer, lamp, refrigerator, washing machine, bed (with mattress), desk, chair, chest, TVstand, etc...
<b>Common facilities</b>	Elevators, Bicycle Parking lot, Dining Room, Vending Machine, etc...
<b>Room layout</b>	<p>The diagram shows a rectangular room layout. At the top is a 'bed (space)'. Below it is a 'living room' labeled '約7.3帖 (11.8㎡)'. To the right of the living room is a 'closet'. Further right is a bathroom area with a 'bathroom sink' and a 'washing machine'. At the bottom of the room are a 'television cabinet', a 'desk (space)', and a 'chest (space)'. A 'cushion floor sheet' is indicated at the bottom left corner.</p>

## ■ Approximate Housing Expenses

Study Period	Contract Period	Dormitory fee
Spring only	Late March – July 31 (4 months)	Approximately ¥410,000 to ¥420,000
Fall only	September 1 – February 28 (6 months)	Approximately ¥570,000
One year (11 months)	See below	

**\*The dormitory fee includes food service fee (breakfast and dinner), utility fee, Internet fee, security support fee and cleaning fee.**

\*You are required to purchase a full meal plan (It is mandatory).

\*Gas fee will be charged additionally (Approximately ¥4,000 per month).

\*If you wish to reside in the dormitory for one academic year, you are required to bear the additional dormitory fee as follows.

**◎ If you continue to reside from spring semester to fall semester**

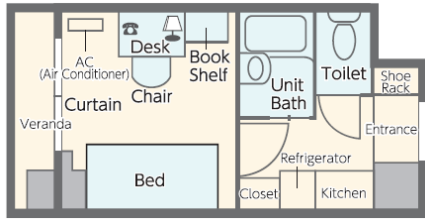
The dormitory fee (approximately **¥620,000**) for August to February (7 months) must be paid by the end of July.

**◎ If you continue to reside from fall semester to spring semester**

The dormitory fee (approximately **¥440,000**) for March to July (5 months) must be paid by the end of February.

## 2. RUID ASAKADAI

### ■ Buildings & Facilities

<b>Management company</b>	Kyoritsu Maintenance Co. Ltd.
<b>Number of rooms</b>	138rooms: 38 rooms are reserved for special international students
<b>Nearest station</b>	Tobu-Tojo Line/ 1-minute walk from Asakadai Station <b>※RUID Asakadai is located along a railway. You may be bothered by the train noise.</b>
<b>Access to the University</b>	<ul style="list-style-type: none"> <li>▪ <b>To Ikebukuro Campus</b> about 27 min. from Asakadai Station by train and on foot Student Commuter Pass (as of January 2019) : ¥4,110 for 1month, ¥11,720 for 3months, ¥22,200 for 6 months</li> <li>▪ <b>To Niiza Campus</b> about 17 min. from Asakadai Station by train and on foot Student Commuter Pass (as of January 2019) : ¥1,590 for 1month, ¥4,540 for 3months, ¥8,590 for 6months</li> </ul>
<b>Floor</b>	Co-Ed Floor & Same sex floor (the number of rooms on the same sex floor is very limited)
<b>Room facilities</b>	Single 18 m <sup>2</sup> / Prefabricated bath, separate toilet, air conditioner, bed (without mattress), desk, chair, bookshelf, closet, kitchenette, refrigerator, curtain, lamp, shoe box, IP telephone, Internet, TV terminal, etc...
<b>Common facilities</b>	Dining Room, Mail box, Laundry Room, Garbage Pit, Bicycle Parking lot, Elevators, etc...
<b>Room layout</b>	

### ■ Approximate Housing Expenses

Study Period	Contract Period	Dormitory fee
Spring only	Late March – July 31 (4 months)	Approximately ¥220,000
Fall only	September 1 – February 28 (6 months)	¥300,000
One year (11 months)	See below	

\*You are also required to bear the other related expenses as follows in addition to the dormitory fee.

- Fire Insurance ¥3,000 (one-time)
- Telephone and Internet Fee ¥3,888 +IP telephone calling rate (per month)
- Electricity fee ¥1,815 +usage fee (per month)

\*Approximately ¥2,000 ~ ¥4,000 per month (including basic Electricity fee)

- Universal Service Fee ¥3 (per month/ subject to change)
- Meal Plan ¥17,100 (per month) <Optional>

\*The electricity fee and other fees will be revised due to the tax hike from October, 2019.

\*If you wish to reside in the dormitory for one academic year, you need to make a payment for the additional dormitory fee as follows.

**◎ If you continue to reside from spring semester to fall semester**

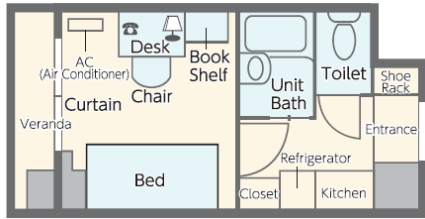
The dormitory fee (**¥350,000**) for August to February (7 months) must be paid by the end of July.

**◎ If you continue to reside from fall semester to spring semester**

The dormitory fee (**¥250,000**) for March to July (5 months) must be paid by the end of February.

### 3. RUID SHIKI

#### ■ Buildings & Facilities

<b>Management company</b>	Kyoritsu Maintenance Co. Ltd. (same as RUID Asakadai)
<b>Number of rooms</b>	126rooms: 38 rooms are reserved for special international students
<b>Nearest station</b>	Tobu-Tojo Line/ 5-minute walk from Shiki Station
<b>Access to the University</b>	<ul style="list-style-type: none"> <li>• <b>To Ikebukuro Campus</b> about 29 min. from Shiki Station by train and on foot Student Commuter Pass (as of January 2019) : ¥4,180 for 1month, ¥11,920 for 3 months, ¥22,580 for 6months</li> <li>• <b>To Niiza Campus</b> about 20-minute walk</li> </ul>
<b>Floor</b>	Co-Ed Floor & Same sex floor (the number of rooms on the same sex floor is very limited)
<b>Room facilities</b>	Single 18 m <sup>2</sup> / Prefabricated bath, separate toilet, air conditioner, bed (without mattress), desk、 chair, bookshelf, closet, kitchenette, refrigerator, curtain, lamp, shoe box, IP telephone, Internet, TV terminal, etc...
<b>Common facilities</b>	Dining Room, Mail box, Laundry Room, Garbage Pit, Bicycle Parking lot, Elevators, etc...
<b>Room layout</b>	

Housing expenses are the same as RUID Asakadai. RUID Shiki and Asakadai are managed by the same company.

## 4. RIKKYO GLOBAL HOUSE

### ■ Buildings & Facilities

Management company	Daiichi-Kousan Co.,Ltd.
Number of rooms	82rooms: 39~59rooms are reserved for special international students
Nearest station	Tobu-Tojo Line/ 4-minute walk from Shiki Station
Access to the University	<p>▪ <b>To Ikebukuro Campus</b> about 27 min. from Shiki Station by train and on foot Student Commuter Pass (as of January 2019) : ¥4,180 for 1month, ¥11,920 for 3 months, ¥22,580 for 6months</p> <p>▪ <b>To Niiza Campus</b> about 15-minute walk</p>
Floor	Male floor: 2nd,6th 、 Female floor: 4th,5th 、 Co-Ed floor: 3rd
Room facilities	Single 10.00 m <sup>2</sup> / Bed (with mattress), air conditioner, mini refrigerator, closet, desk, chair, book shelf, Internet, curtains, minimal-style washstand
Common facilities	Shower, Toilets, Dining Room, Kitchen, Laundry Room, etc... Note: Elevators are not placed in the building. Showers and the kitchen are placed on the 1st floor.
Room layout	

### ■ Approximate Housing Expenses

Study Period	Contract Period	Dormitory fee
Spring only	Late March – July 31 (4 months)	Approximately ¥165,000
Fall only	September 1 – February 28 (6 months)	¥205,000
One year (11 months)	See below	

**\*The dormitory fee includes utility fee, Internet fee and cleaning fee.** However, you will be charged for the amount of electricity that exceeds 100kWh per month.

\*The dormitory fee is subject to be revised due to the tax hike from October, 2019.

\*If you wish to reside in the dormitory for one academic year, you are required to make a payment for the additional dormitory fee as follows.

**◎ If you continue to reside from spring semester to fall semester**

The dormitory fee (**¥210,000**) for August to February (7 months) must be paid by the end of July.

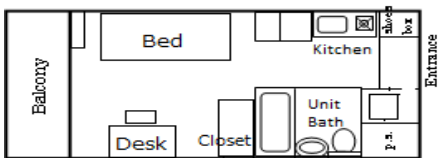
**◎ If you continue to reside from fall semester to spring semester**

The dormitory fee (**¥150,000**) for March to July (5 months) must be paid by the end of February.

## 5. COMFORT Ikebukuro

Comfort Ikebukuro is an apartment complex where other residents besides Rikkyo University students reside. We expect you to respect others and maintain good manners. Unlike the other dormitories, apartment manager is on duty only in the day time.

### ■ Buildings & Facilities

<b>Management company</b>	Tobu real estate Co., Ltd.
<b>Number of rooms</b>	61rooms: Approximately 35 rooms are reserved for special international students
<b>Nearest station</b>	JR Yamanote Line/ 17-minutes walk from Ikebukuro Station Tokyo Metro Yurakucho Line/ 7-minutes walk from Kanamecho Station Seibu Ikebukuro Line/ 8-minutes walk from Shiinamachi Station
<b>Access to the University</b>	<ul style="list-style-type: none"> <li>▪ <b>To Ikebukuro Campus</b> about 3 minute on foot</li> <li>▪ <b>To Niiza Campus</b> about an hour from Ikebukuro station by train and on foot</li> </ul> Student Commuter Pass s (as of January 2019): ¥4,180 for 1month, ¥11,920 for 3months, ¥22,580 for 6months
<b>Apartment manager</b>	Apartment manager is on duty during the following office hours: Monday to Saturday 1:00 p.m. to 5:00 p.m.
<b>Floor</b>	Co-Ed Floor only
<b>Room facilities</b>	One bedroom 21 m <sup>2</sup> / Prefabricated bath and toilet, air conditioner, bed (no mattress), desk, chair, closet, kitchenette, refrigerator, washer, curtain, lamp, shoe box, Internet, TV terminal, etc...
<b>Common facilities</b>	Mail box, Garbage Pit, Bicycle Parking lot, Elevators, etc...
<b>Room layout</b>	<div style="display: flex; align-items: center;">  <div style="border: 1px solid black; padding: 10px; margin-left: 20px; flex-grow: 1;"> <p style="text-align: center;">Layout of the room may vary from the image.</p> </div> </div>

### ■ Approximate Housing Expenses

Study Period	Contract Period	Dormitory fee
Spring only	Late March – July 31 (4 months)	Approximately ¥350,000
Fall only	September 1 – February 28 (6 months)	Approximately ¥460,000
One year (11 months)	See below	

**\*The dormitory fee includes the fire insurance fee, cleaning fee, key replacement cost and utilities and internet fee.**

\*The dormitory fee will be revised due to the tax hike from October, 2019.

\*If you wish to reside in the dormitory for one academic year, you need to make a payment for the additional dormitory fee as follows.

**◎ If you continue to reside from spring semester to fall semester**

The dormitory fee (¥502,600) for August to February (7 months) must be paid by the end of July.

**◎ If you continue to reside from fall semester to spring semester**

The dormitory fee (¥359,000) for March to July (5 months) must be paid by the end of February.

## ① ~ ⑤ Common items

### ■ Optional Services

#### ◎ Bedclothes Leasing service

Each dormitory except Comfort Ikebukuro offers bedclothes leasing as an optional service. Bedclothes leasing includes a comforter, a pillow, and a bed sheet. Bed sheets can be exchanged on a regular basis. Prior application is necessary for bedclothes leasing. After receipt of application, cancellation will not be accepted, and there will be no refund for cancellation. The fee will be revised from October, 2019.

	4 months	6 months	11 months
RIR Shiinamachi	¥12,960	¥17,820	¥25,380
Rikkyo Global House			
RUID Asakadai · Shiki	¥15,960	¥20,820	¥28,000

\*The bedclothes leasing service of RUID Shiki and Asakadai comes with a urethane foam mattress. As for RIR Shiinamachi and Rikkyo Global House, a mattress is placed in each room regardless whether you apply for the service or not.

Comfort Ikebukuro does not offer bedclothes leasing service. However, the management company will arrange a futon set (a comforter, a pillow, a thin mattress, a storage bag) with ¥7,500 for those who wish to purchase. Since this futon set is basic one, you may need to purchase an additional items such as a mattress if necessary.

#### ◎ Meal Plan

The following dormitories serve meals as an optional service. The fee will be revised from October, 2019.

	Monthly fee
RIR Shiinamachi	Required (food service fee is included in the dormitory fee)
RUID Asakadai · Shiki	¥17,100 (per month)

Meals are not served at both Rikkyo Global House and Comfort Ikebukuro. However, you can cook for yourself at the shared kitchen (Rikkyo Global House) or at your room (Comfort Ikebukuro).

### ■ Contract Period: In principle, you cannot move out during the contract period.

Study period	Contract Period
Spring semester (April ~ July)	Late March – July 31 (4 months)
Fall semester (September ~ February)	September 1 – February 28 (6 months)

\*Even If you move in to the dormitory after the contract period start, the dormitory fee and other fees will be charged from the contract start date.

\*The contract start date differs every year.

\* You cannot move in to the dormitory on Sundays or holidays. As for Comfort Ikebukuro, you cannot move in

on Saturdays, Sundays or holidays. For more information about the check-in time, please refer to the 'FAQ'.

### ■ Extension for the Dormitory Stay

If you wish to continue to reside in the dormitory after your contract ends, you can extend your stay up to the date indicated below. The dormitory fee and the other fees will be calculated on daily pro-rate. (Please keep in mind that you cannot move out on Sundays or national holidays. As for Comfort Ikebukuro, you cannot move out on Saturdays, Sundays or national holidays)

Contract End Date	Extension of stay (TBD)
July 31	August 6 (2020)
February 28	March 9 (2020)

### ■ Renewal of Housing Contract

If you plan to study at Rikkyo for one academic year, and wish to continue to reside at the dormitory in the second semester, you must submit 'Continuation Notice' as well as the signed contract by the due date. Please note that the maximum period of residence shall be up to 11 months.

Spring (April) admission : early June

Fall (September) admission : early December

### ■ Resident Supporter

Every dormitory except Comfort Ikebukuro has students called 'resident supporter'. They reside in each each dormitory to help international students adjust to campus and life in Japan. Get to know your RS as they are your link to campus resources. Note Comfort Ikebukuro does not have RS.

### ■ Notes

1. The dormitory fee is charged per semester and must be deposited directly into the designated bank account of the cooperated management company by the due date. **In principal, you are not allowed to make installment payments.**
2. Monthly charges such as utility bill, telephone/internet bill must be paid monthly by the due date through the designated way of the cooperated management company.
3. If you wish to extend their stay longer than the contract period, you are allowed to stay until the date designated on this document. The dormitory fee, electricity, telephone/internet and universal charges incurred during the period are calculated by the day.
4. Even if you do not stay at the dormitory for an entire month, housing expenses must be paid in full for the month.
5. In principle, you cannot move out of the dormitory in the middle of the contract period. However, if you submit a request for the termination of tenancy with a reasonable explanation, the International Office will review the case and may grant the permission for move out if deemed necessary. It is still your responsibility to bear the full amount of the dormitory fee for the entire term of the contract.



■ **Major Rules and Regulations** \*Note: Rules and Regulations differ between the dormitories

- Each dormitory has curfew.
  - Please lock the door whenever you leave your room.
  - Do not enter the floors or rooms of the opposite sex.
  - Please separate garbage following each dormitory's instruction.
  - Please notify the dormitory manager in advance if you wish to stay out for the night. (except for Comfort Ikebukuro)
  - Please have your meeting at the dining room when you have a visitor.
  - You are not allowed to smoke in the dormitory. You cannot even smoke in the balcony or entrance area. You will be charged for the cleaning of any wall discoloration caused by smoking.
  - Special International Students need to follow the instructions given by the International Office
- \*There are other rules. Please carefully read the attached document "Dormitory Regulations".

■ Dormitory Regulations and photos

<http://s.rikkyo.ac.jp/dormphoto>

■ FAQ & Regulations

<http://english.rikkyo.ac.jp/exchange/index.html>

If you have any questions regarding the dormitories, please contact the International Office.

International Office (Housing coordinator)

Email: [NkokusaiC@rikkyo.ac.jp](mailto:NkokusaiC@rikkyo.ac.jp)