

FAX

If you make an application by FAX transmission, please fill out this sheet and transmit it as it is.

FAX: +81-(0) 3-3962-6836

SCAN

If you make an application via the internet, please fill out this sheet, scan it, and send it to us as an email attachment.

E-MAIL: info1@kitazono-j.co.jp

APPLICATION FORM FOR LIVING IN KITAZONO WOMEN'S STUDENT DORMITORY

To: Kitazono Women's Student Dormitory

APPLEICANT (STUDENT)

FULL NAME:		DATE OF BIRTH:		AGE:
		month      day,      year		
RELATION TO CONTRACTOR: (e.g. Daughter)		MOBILE:		E-MAIL:
SCHOOL THAT STUDENT IS SCHEDULED TO ENTER:		LENGTH OF CONTRACT:		
		1 year   2 years   3 years   4 years		
DESIRED FLOOR:	DESIRED DIRECTION:	MEAL-INCLUSIVE PLAN:	METHOD OF PAYMENT:	
1F   2~4F   5~9F   10~11F	West   W Corner   East   E Corner	Yes   No	Monthly   Yearly	

APPLEICAN'S LEGAL GUARDIAN (PARENT/RELATIVE...)

		month      day,      year
FULL NAME:		DATE OF BIRTH:
		month      day,      year
ADDRESS: 〒		PHONE:
		FAX:
Prefecture		MOBILE:
		E-MAIL:
NAME OF EMPLOYER (If based in Japan):		PHONE:
LENGTH OF EMPLOYMENT:      years		

●When filling out the form, be sure to read the Kitazono Women's Student Dormitory "Guidelines for Moving into the Dorm." ●The column for a contact person in Tokyo does not need to be filled out if you have no acquaintance in or in the suburbs of Tokyo. ●Mark the applicable or desired description with a circle (O).  
☆ We seek to properly handle and protect the personal information described in the application form pursuant to the Personal Data Protection Law.

CONDITIONS OF FOREIGN STUDENTS MOVING INTO THE DORM

- As a rule, the contractor will be the guardian of the student moving into the dorm. If the guardian lives outside of Japan, consult us about it beforehand.
- The student should be able to carry on a simple conversation in Japanese.
- At the time of concluding a contract, a joint guarantor has to be designated. A person qualified for a joint surety is the student's relative living in Japan or the school she goes to. If the student cannot designate a joint surety, either of the following methods should be employed.
  - a) Lump sum payment of annual room charges and administrative expenses
  - b) Use of guarantor service to be provided by a guarantor agency to be designated by us (the amount of the service fee is about 50% of the monthly room charge)

Total amount needed at the time of entry to the dormitory

(Dormitory entry fee + Deposit + 1st month's room charge and administrative charge)

Monthly payment: 319,000 yen to 408,000 yen

Lump-sum annual payment: 1,060,000 yen to 1,350,000 yen

EXPENSES OF MOVING INTO THE DORM

Dormitory entry fee   1-year contract: 150,000 yen   2-year contract: 180,000 yen   3-year contract: 200,000 yen   4-year contract: 220,000 yen  
Deposit   100,000 yen   Administrative charges   20,000 yen per month   Food expenses   20,000 yen per month (optional)  
Room charges   Choose between monthly payment or lump-sum annual payment of room charges and administrative charges. A slight discount is applied for lump-sum annual payment.

Floor number	Room type	Direction window faces	West (16.53m²)	West: corner room (18.77m²)	East (16.53m²)	East: corner room (18.77m²)
10 to 11F	With private bathroom and separate toilet	Room charge (monthly)	¥ 62,000	¥ 65,000	¥ 65,000	¥ 68,000
		Room charge & administrative charge (lump-sum annual)	¥ 955,000	¥ 990,000	¥ 990,000	¥ 1,030,000
5 to 9F	With private prefab bath unit containing toilet, shower & bath	Room charge (monthly)	¥ 53,000	¥ 56,000	¥ 56,000	¥ 59,000
		Room charge & administrative charge (lump-sum annual)	¥ 850,000	¥ 890,000	¥ 890,000	¥ 920,000
2 to 4F	With private prefab bath unit containing toilet (with electric toilet seat), shower & bath	Room charge (monthly)	¥ 54,000	¥ 57,000	¥ 57,000	¥ 60,000
		Room charge & administrative charge (lump-sum annual)	¥ 860,000	¥ 900,000	¥ 900,000	¥ 930,000
1F	With private prefab bath unit containing toilet, shower & bath	Room charge (monthly)	¥ 49,000	—	¥ 52,000	—
		Room charge & administrative charge (lump-sum annual)	¥ 810,000	—	¥ 840,000	—

APPLICATION

For persons resident in Japan	For persons resident overseas
<ol style="list-style-type: none"><li>1. Please fill in the required items on this application form and submit it together with an application fee of 50,000 yen.</li><li>2. Please attend a student and guardian interview after application. Please contact us if due to circumstances it is difficult for the guardian and/or student to attend. At the interview, we will explain the dormitory rules and provide you with documents for entering the dormitory, such as the contract and detailed charges.</li><li>3. Please pay the total amount needed at the time of entry to the dormitory by bank transfer within two weeks of attending the interview. We will contact you as soon as the date of entry to the dormitory is decided.</li></ol>	<ol style="list-style-type: none"><li>1. Please fill in the required items on this application form and send it to us as an email attachment.</li><li>2. Please pay an application fee of 50,000 yen by bank transfer.</li><li>3. We will send you documents for entering the dormitory, such as the contract and detailed charges, etc. by email. Please pay the total amount needed at the time of entry to the dormitory by bank transfer within two weeks and inform us of the date of your flight to Japan and the date of entry to the dormitory.</li><li>4. Upon your arrival, we will provide you with the key, give you an orientation and explain the rules of the dormitory. Please submit the contract and any other necessary documents at this time. *Check-in is available from 9:00 to 17:00. If you arrive after 17:00, you will be required to enter the dormitory after 9:00 the following day.</li></ol>

When making an application by email or FAX, please pay the application fee by bank transfer to the following account:

The bank address of KITAZONO Dorm  
Beneficiary Bank / MUFG Bank, Ltd.  
SWIFT code / BOTKJPJT  
Branch Name / SHIN-ITABASHI Branch  
Beneficiary Account Number / 185-0021258  
Beneficiary Name / THE KITAZONO KAIKAN, LTD.

※The application fee of 50,000 yen will be used as part of the admission fee. However, the application fee will not be refunded if the application is cancelled due to reasons on the part of the applicant.

OTHERS

- The student is required to submit one copy each of her "passport," "residence card" and "student certificate."
- We recommend that the student consult beforehand the person in charge at the school she plans to enter.
- The contractual period is each fiscal year (April - March in the following year). If you plan autumn admission, please consult us about the contractual period.
- To make an inquiry in English, please send it by email. We accept telephone inquiries in Japanese only.

KITAZONO

WOMEN'S STUDENT DORMITORY

北園女子学生会館



PHONE. +81-(0) 3-3579-8111

FAX. +81- (0) 3-3962-6836 / E-MAIL. info1@kitazono-j.co.jp

ADD. 2-6-1 Kaga, Itabashi-ku, Tokyo 173-0003, JAPAN

www.kitazono-j.co.jp



## PRIVATE SPACE

The living space is provided with furniture and home appliances as well as various types of equipment required for living alone.

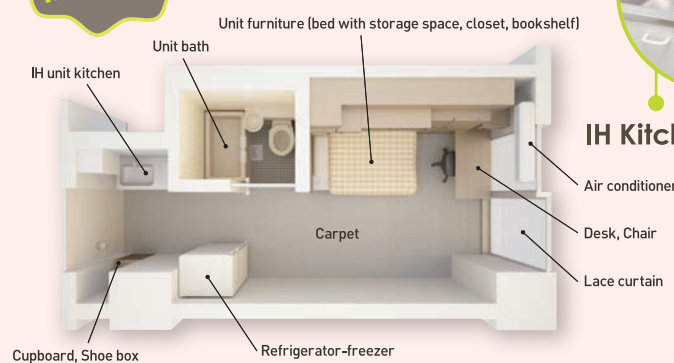
### Indoor Equipment

- Floor area of an individual room: 16.53 m<sup>2</sup> (equivalent to the area of 10 tatami mats)
- Personal balcony (2.3 m<sup>2</sup>)
- Air conditioner with cooling and heating functions
- Desk, chair
- Unit furniture (Bed, closet, bookshelf, cupboard, shoe box)
- Refrigerator-freezer
- Antenna terminal that can receive digital broadcasting, BS digital broadcasting, and CS digital broadcasting (individual contracts required for receiving broadcasting)
- Intercom, automatic fire alarm
- Lace curtain

### ROOM LAYOUT



All rooms  
FREE  
INTERNET!



### IH Kitchen Unit



### Unit Bath

Fully equipped with bathtub, shower, sink and, toilet

Dedicated bathroom and restroom type also available

### CAFETERIA



### 「JARDIN」

Open for breakfast, lunch and dinner (¥350~¥650). An English menu is also available.

### Opening Hours

Breakfast 06:45 ~ 09:00  
Lunch 11:30 ~ 14:00  
Dinner 18:00 ~ 21:30



### Piano Room

- Upright piano / 60 minutes --- FREE
- Grand piano / 50 minutes --- ¥300

Many available facilities  
favored by ladies♥



### Laundry room / ironing room

- Fully automatic washing machines ¥100 each (about 30 minutes per wash)



### Study room

## COMMON AREA

The community space is fully furnished with equipment that can be used for hobbies and in your spare time as well.

### Dormitory Facilities

- Study room
- Sunroom
- Tennis court
- Music room
- Piano room
- Japanese style room
- Laundry room (Washer & Drier) / ironing room
- Automatic vending machines
- Front desk
- Lounge
- Rental articles (Vacuum cleaner, Iron... etc)

... etc

### Health Care

The Teikyo University Hospital, located on the opposite bank of the river, is a general hospital ready for caring for outpatients in an emergency room (ER).

Leave it to US!

### High Security

A guard is stationed in the dormitory. Crime prevention cameras and infrared sensors are installed to protect the dormitory against intrusion of suspicious characters. Manager is available 24 hours a day, 7 days a week.

### Events and Interactive Activities

Each season, various types of events and exchange activities are held. The events provide opportunities to get acquainted with Japanese students. (Cultural exchange events : Dolls' Festival, Star Festival, Halloween, Christmas, etc.)

### Disaster Prevention

Smoking is prohibited on the premises. Firefighting and evacuation drills are also performed at regular intervals.

## SUPPORT

Help for your settle into dormitory life. A reliable system is in place including care for body and mind as well as crime prevention and disaster preparedness. Support your wellbeing while your stay.

### Dormitory Rules for Communal Living (main points)

- Curfew is set at 23:00. The entrance door opens at 06:30 and closes at 23:00.
- When staying out overnight and then returning to the dormitory, students are required to follow specified procedures without fail.
- Only female relatives and female friends of the student living in the dormitory are allowed access to her living space.
- Smoking is prohibited on the premises of the dormitory including the living space, common use facilities, and anywhere inside the gates of the property.

### Dormitory specifications

Address	2-6-1 Kaga, Itabashi-ku, Tokyo 173-0003, JAPAN
Building	11 story building (Residential facility for females)
Establishment	1981 (Renovation in progress)
Number of rooms	596 rooms

## ACCESS MAP

