

Application Procedures for On-campus Dormitories (for Current Students):

If you wish to apply for dormitory admission, please carefully read and fully understand the following information and the contents of the Housing Office website (<https://office.icu.ac.jp/ho/en/>) , and submit your application by the specified deadline.

When applying, you are required to pledge to live in accordance with the dormitory regulations, follow the university's instructions regarding dormitory life, and agree to the [“Guideline for Responding to Infectious Diseases in On-campus Dormitories”](#).

◆ List of On-Campus Dormitories

Name	Status	Sex	Capacity		Occupancy per room	No. of rooms	Size of room (㎡)	Year built *Ferroconcrete
Canada House	Undergraduate	Male	34		2	11	20	1962 (3-story)
					1 (*1)	12	10	
Third Women's	Undergraduate	Female	40		2	20	12	1958 (3-story)
Fourth Women's	Undergraduate	Female	32		2	16	23	1964 (3-story)
Global House	Undergraduate	Male & Female	68	(64)	1	64	12	2001 (4-story)
	Graduate: Tutor (*3)			(4)		4	44	
Zelkova House	Undergraduate	Male & Female	126		2	63	25	2010 (3-story)
Ginkgo House	Undergraduate	Male & Female	126		2	63	25	2011 (3-story)
Oak House	Undergraduate	Male & Female	126		2	63	25	2011 (3-story)
Maple House	Undergraduate	Male & Female	128		2	48	20	2017 (5-story)
					1(*2)	32	10	
Momi House	Undergraduate	Male & Female	160		2	50	20	2017 (7-story)
					1(*2)	60	10	
	Graduate		32		2	2	20	
					1	28	10	

Most undergraduates live in double rooms

Bathrooms, kitchens, living rooms, and other common facilities are shared.

*1 The single rooms in Canada House are basically for juniors and seniors.

*2 The single rooms in Momi House and Maple House are basically for seniors.

*3 A graduate student is assigned as a tutor and one tutor stays on each floor.

◆ Dormitory Fee for fiscal year 2025 (Japanese yen)

Dormitory	Entrance Fee	Spring Term	Autumn Term	Winter Term	Total cost for the first year*1
Canada House	62,000	96,600	96,600	128,800	384,000
Third Women's		77,250	77,250	103,000	319,500
Fourth Women's		93,000	93,000	124,000	372,000
Global House		161,700	161,700	215,600	601,000
Zelkova House		153,900	153,900	205,200	575,000
Ginkgo House					
Oak House					
Maple House		154,500	154,500	206,000	577,000
Momi House					

* The cost for the first year is calculated based on 10 months' residency.

* Leased bedding fee is included in the dormitory fee.

1. Schedule for entering the dormitory in September 2025

Status at ICU	Application Deadline	Notification of Results	Moving-in Date	Due Date for Payment (Dormitory Entrance Fee and Dormitory Fees for the First Term)
Undergraduate Graduate 1-year OYR	Thursday, October 23, 2025	Friday, October 31, 2025	Monday, December 1 – Tuesday, December 2 10:00 a.m. – 4:00 p.m.	Friday, January 9, 2026

* The screening will be conducted based on the application form. Applications received after the deadline will NOT be considered.

* Please note that inquiries regarding the screening results cannot be accommodated.

* Payment slips will be distributed after entrance (scheduled for mid-December).

2. Quota (Only dormitories with openings are listed with eligible ID numbers, entrance period, and dormitory name)

Undergraduate students							
Dormitory	Third Women's Dormitory	Global House		Zelkova/Ginkgo/Oak House			
ID	26	27	28	26	27	28	29
Admission Period	Sep	Apr	Apr	Sep	Apr/Sep	Apr/Sep	Apr/Sep
Gender	Female	Male	Male	Male & Female	Female	Male	Male & Female
Quata	several	several	several	several	several	several	several

Undergraduate students			
Dormitory	Momi/Maple House (2nd-5th Floor)		Momi House (6th Floor)
ID	27	28	29
Admission Period	Apr/Sep	Apr/Sep	Sep
Gender	Female	Female	Male & Female
Quata	several	several	several

Graduate students	
Dormitory	Momi House (7th Floor)
ID	27,28
Admission Period	Apr/Sep
Gender	Male & Female
Quata	several

1-year OYR			
Dormitory	Third Women's Dormitory	Zelkova/Ginkgo/Oak House	Momi/Maple House (2nd-5th Floor)
ID	29	29	29
Admission Period	Sep	Sep	Sep
Gender	Female	Female	Female
Quata	several	several	several

3. Procedures

Please access the following website and fill in the required information. Once your submission is complete, you will receive an automatic reply to the email address you provided.

※ If you do not receive an automatic reply, please check your spam folder. If it is not there, there may have been an error in the email address you entered. In that case, please contact the Housing Office.

Online Website: <https://business.form-mailer.jp/fms/c9a48cfd313462>

4. Notes about the application

1) Your Family Information

- (1) Under family members, fill in all the members up to the relations in the second degree including those who are independent and those who live separately. For grandparents, please fill in only if you are living together.

- (2) If you have brothers and sisters in school, please indicate the type of school they attend and their current grade in the Occupation or School Name (Grade) column.
- (3) For the annual income column, please refer to a tax withholding slip, an income certificate, or other relevant documents.

5. Screening of Dormitory Residency

The number of applicants typically exceeds the number of available spaces, and selection is therefore competitive. Items on the application such as one's reason for wishing to live in the dormitory, the composition of one's family, and household finances will be taken into consideration.

The dormitory applicants must understand and identify with the philosophy of the ICU dormitories. They must show enthusiasm for participation and cooperation in dormitory life.

6. Notification of Results

The results will be announced by email on Friday, October 31.

7. Medical Examination

All residents are required to undergo the university's annual medical examination held in April. Failure to take the examination may result in the cancellation of dormitory residency.

8. Vaccination

Check your vaccination history (measles, rubella, mumps, varicella /chicken pox) once more before you move into your dormitory. If you have not been vaccinated twice against each of these acute contagious diseases, please receive additional vaccinations at a healthcare facility so that the total number of vaccinations for each disease becomes two.

To live in the dormitories, receiving vaccinations is essential. Please make sure to check your vaccination history and receive vaccinations to protect yourself against contagious diseases and to prevent mass infections or the spread of infections on campus.

* ICU considers receiving the above vaccinations as the rule for communal living on campus.

* These contagious diseases are designated as "contagious diseases that should be prevented by educational institutions" by the School Health and Safety Law (unofficial translation). If you contract any of these diseases, this law forbids you from attending ICU until you receive medical clearance from a doctor.

Common Rules and General Matters

1. Period of Residency

- 1) CLA Regular students: up to four years after enrollment
- 2) CLA Transfer students: up to three years after enrollment
- 3) CLA One Year Regular students: up to 10 months after enrollment
- 4) Graduate students in Master's Course: up to two years after enrollment
- 5) Graduate students in the 5-Year program of Master's Course: up to one year after enrollment
- 6) Graduate students in Doctoral Course: up to three years after enrollment

2. Cancellation of Qualifications for Residency

The Dean of Students may cancel the qualifications for residing in the dormitory for any of the following reasons.

- 1) If false statements were found to have been made on the application for entrance.
- 2) If dorm fees are not paid.
- 3) If registration for classes is not made.
- 4) If a student violates university regulations or significantly disrupts dormitory management or community

life.

3. Dormitory Open Period and Summer Closing

Students can stay in the dormitories for ten months of the year in accordance with the university calendar. During the summer recess (July and August), most of the dormitories will be closed. During this time, dormitories may undergo renovation or be used as housing facilities for university programs such as Summer Courses in Japanese, and students are required to vacate the dormitories.

However, designated dormitories may remain open during the summer for limited cases. In such cases, further information will be provided separately. Even when summer housing is available, eligibility is restricted to the following students:

- Undergraduate students in their third or fourth year, and graduate students, who need to stay for thesis writing or job hunting
- International students who will continue living in the dormitory in the autumn term

In addition, students who do not have a residence in Japan and have unavoidable circumstances may also be allowed to stay, depending on room availability.

Generally, all dormitories remain open during the autumn, winter, and spring recess.

4. Moving out of the Dormitory

- 1) Specified due date for moving out
 - Spring Term: End of June
 - Autumn Term: End of November
 - Winter Term: Designated move-out date in March
- 2) Residents who take a leave of absence or withdraw from ICU or study abroad are to move out of the dormitory.
- 3) Those who are moving out of the dormitory before the term expiration must submit the "Application for Withdrawal from the Dormitory" to the Housing office, no later than one month prior to the intended date of withdrawal. Even if moving out in the middle of the term for any unavoidable reason, dormitory fees will not be refunded.

5. Returning to the dormitory

As a basic rule, students participating in ICU's exchange programs or Accredited Privately Financed Ryugaku can return to the dormitory by submitting the following documents. (Excluding those on leave of absence or studying abroad without ICU's approval.)

- 1) Application for withdrawal from Dormitory
- 2) Application for Returning to Dormitory

6. Dormitory Entrance Fee and Dormitory Fees

- 1) Upon your entry to the dormitories, the dormitory entrance fee must be paid together with the dormitory fee.
- 2) Dormitory entrance fees and dormitory fees may be revised every April.
- 3) The dormitory fee will be charged from December 2025. Dormitory fees must be paid in full, per term, in Japanese yen via bank transfer.

The first (spring) and second (autumn) terms must be paid for three months each, and the third (winter) term must be paid for four months in a lump sum.
- 4) For the dormitory entrance fee and dormitory fees, please use the university's prescribed payment form to be provided after moving into the dormitory, and make payment at the Yucho bank. Please also pay the dormitory fee for subsequent terms in the same manner, using the payment slip at the post office.

*Each dormitory collects a small amount of money to purchase items for shared use.

***Any entrance fee or dormitory fees you have paid will not be refunded to you, regardless of your reason for moving out from the dormitory.**

7. Dormitory Supervisors

There are live-in dormitory supervisors to oversee the dormitory's management and operations as well as the mental and physical well-being of its residents. They live on campus to cope with emergency situations. There are residences for supervisors on the first floor of the Fourth Women's Dormitory and Zelkova, Ginkgo, Oak and Momi/Maple House.

8. Meals

A kitchen is available in each dormitory for preparing meals. Residents may also make use of the University Cafeteria (fees not included in the dormitory fee) for lunch. The opening hours of the University Cafeteria are as follows.

Monday through Saturday and holidays when classes are held 11:00 a.m. - 3:00 p.m. *

*Opening hours are subject to change.

9. Commitment to Maintaining the Dormitory Environment

Dormitory residents must cooperate to maintain cleanliness in their rooms and communal area in the dormitory. Living in a dormitory involves the risk of infectious diseases etc., due to the nature of group living. If you have concerns, please consider living in an apartment or other housing options.

10. Compensation for Damages

If any of the facilities or equipment in the dormitory are damaged or destroyed, the individual or individuals responsible are as a rule required to cover the cost of repair or replacement. We recommend that you buy liability insurance just in case.

11. Other Matters

- 1) Possession of vehicles is prohibited.
- 2) No pets are allowed in the dormitory.
- 3) Use of products causing fire (incense, candles, fireworks, etc.) is strictly prohibited.
- 4) Room changes are conducted several times a year.