July 2022

SFC Student Dormitories Application for International Students

SFC has off-campus dormitories available for international students. If you are interested in staying in one of the SFC student dormitories, read the following information carefully to apply. Please note that we cannot guarantee all of the applicants to be granted a room because the number of rooms is limited.

1. Application Eligibility

- Eligibility is limited to international students who study and expected to study from this Fall Semester at Keio University and, in principle, holding a **"Student" Visa**.

- Students who are presently living in or applying for the JASSO dormitories or the company housing (*shain-ryo*) cannot apply EXCEPT students whose current lease of their aforementioned residence is about to expire.

- In principle, the current residents of the Keio dormitory and students who have lived in one of the Keio dormitories during 2021 academic year are not eligible for application.

2. Dormitories with Vacancy

We have some rooms available at the dormitories below.

- Shonan Fujisawa International Dormitory
- Dormy Shonan Fujisawa 2

＊Further information about the dormitories can be viewed from the website below.
https://www.students.keio.ac.jp/en/sfc/life/intl-student/SFC-dormitories.html

3. Housing check-in dates and times:

September 13 (Tue), 14 (Wed) or 15 (Thu), 2022
***Only from 9:00 a.m. to 6:00 p.m.**
***Date and time other than the above are not acceptable.**

4. The Final Date of the Period of Your Residence:

When applying, if you choose the desired period of residence as "half year", the final date of the period of your residence will be February 28 (Tue), 2023 and for "one year", it will be August 4 (Fri), 2023.

* You cannot change the "Desired period of residence" after you complete the application.
* In accordance with the prescribed rules, if you register online one month in advance of your desired date, you may move out before the above "the final date of the period of your residence". More information will be provided in the housing orientation after you move in. (e.g. no moving out on weekends and holidays. One month's notice of your moving out date on "Mypage" is mandatory.)

5. Application period

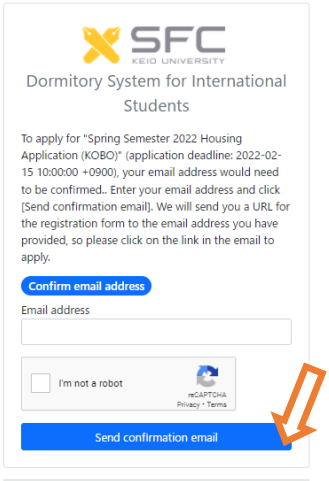
From July 7 (Thu), to July 20 (Wed), 2022, 10:00 a.m. (JST)

*The deadline cannot be changed under any circumstances. Exceptions will not be made even if you have computer problems.

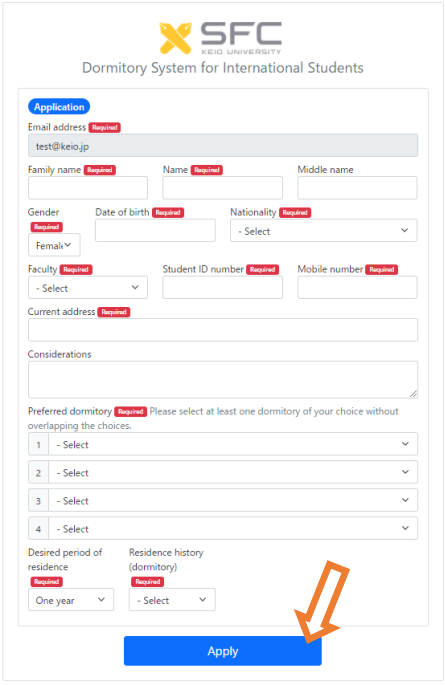
6. Application method

Applicants for SFC Student Dormitories must register online on the website below.

(1) Click the following URL and register your email address.
https://dormitory.sfc.keio.ac.jp/



(2) Confirmation email will be sent to your registered email address.
(3) Click the link sent to you in the confirmation email, and continue to apply.
(The link is valid for 24 hours after you registered your email address.)



(4) After filling out the application form, click Apply.
(5) Confirmation email for your application will be sent to your registered email address.

【Notes】

* Please apply only once.

* If you have not been informed your "Student ID Number" yet, please enter your examination number in the “Student ID/Examination Number” section of the application form.

* If you wish to make any changes in your request after you have already sent an application, please email us at [sfc-housing@adst.keio.ac.jp] immediately, including your full name and details of the changes.

* Please kindly understand that if your selected dormitories have no vacancy, you may be assigned to a dormitory that was not your choice.

7. Method/Schedule of notification

Application results will be sent out by email no later than **July 26 (Tue), 2022.** If you do not receive an email from SFC Student Life Section by **July 26**, please inform us immediately.

8. Notes

- When we are oversubscribed, there will be a draw. First priority will be given to freshman or students with no history of residence in one of the Keio dormitories.
- If we cannot confirm your (expected) enrollment at Keio University from September, 2022, we will void your application.
- You cannot visit accommodations/rooms before you are approved to move in. For further information on housing, please refer to the website.
  https://www.students.keio.ac.jp/en/sfc/life/intl-student/SFC-dormitories.html

- You cannot request a particular room. All rooms will be assigned by SFC Student Life Section according to availability. You also cannot change your room once it is assigned. The room number will be informed when you move in.
- Once you cancel, you will not be able to reapply.
- If you wish to cancel your reserved accommodation, please inform us **by email at [sfc-housing@adst.keio.ac.jp] as soon as possible, but no later than August 10 (Wed), 2022.**
- **On or after August 11 (Thu), a cancellation fee of 50,000 yen will be charged.**

9. Special notes in response to COVID-19:

- **Please refer to following websites for information on entry to Japan and COVID-19 situation in Japan.**

  - **Keio University International Center**
    https://www.ic.keio.ac.jp/en/life/visa/covid19.html
  - **Ministry of Justice Japan (Immigration Services Agency)**
    https://www.isa.go.jp/en/covid-19_index.html
  - **Ministry of Health, Labour and Welfare-About Coronavirus Disease 2019 (COVID-19)**
    https://www.mhlw.go.jp/stf/seisakunitsuite/bunya/0000164708_00079.html
  - **Narita Airport Notifications**
    https://www.narita-airport.jp/en/news/20200117

- **You must follow the University's instruction in an emergency situation.**

10. FAQ

Q1. How and when should I pay rent?

A1. In principle, the payment can be only made by manual bank transfer or automatic bank transfer (Japanese bank account only). Credit card payment is NOT accepted. More information will be provided in the housing orientation after you move in.

The first due date for the initial rent payment including the cleaning and maintenance fee (non-refundable) will be announced AFTER your residency begins. The amount will depend on which dormitory you are allocated and which day you enter the dorm.

Q2. Is it possible to send luggage to the dormitory before I move in?

A2. No. We do not keep the luggage for you, so make sure to arrange your delivery after your arrival and receive them on your own. Your room number will be announced when you check in, so it is required to write your name and the dormitory address CLEARLY. We ask residents to set the delivery time as well because we do NOT keep your package in the dormitory.

Q3. Can I change my allocated dormitory?

A3. No. Your allocated room cannot be changed to any other dormitories. Please understand that not every applicant has been accepted according to one's preferences. Some applicants have not even been assigned to any of the dormitories.

Contact: SFC Student Life Section, Keio University
EMAIL: sfc-housing@adst.keio.ac.jp
TEL: 0466-49-3408 (overseas: +81-466-49-3408)

■Flow Chart of Application for University Housing

（1） Online Application

From July 7 (Thu) to July 20 (Wed), 2022, 10:00 a.m. (JST)

Go to https://dormitory.sfc.keio.ac.jp/ and click register your email address.

Confirmation email will be sent to your registered email address.

Click the link sent to you in the confirmation email, and complete the application form, and click Apply .

（2）Announcement of dormitory assignment (On July 26 (Tue), 2022)

SFC Student Life Section will inform all the applicants by email whether their applications are approved on July 26 (Tue), 2022.

If you want to cancel your reserved accommodation, please inform us by email at [sfc-housing@adst.keio.ac.jp] by August 10 (Wed), 2022.

On or after August 11 (Thu), 2022, a cancellation fee of 50,000 yen will be charged

（3）Registering your arrival details (Registration Deadline： August 19 (Fri), 2022)

If your dormitory application is accepted, you will be informed the link to access the “My Page” of the SFC dormitory system.

You must register your arrival details through “My page” by August 19 (Fri), 2022.

Check-in dates at the dormitories: September 13 (Tue), 14 (Wed) or 15 (Thu), 2022

Check-in hours: Only from 9:00 a.m. - 6:00 p.m. (18:00)

In case of any changes in your registered arrival details, please change them through “My page”.