

Application Guidelines for Keio Student Dormitories near Shonan Fujisawa Campus (SFC)

Keio University is expanding its student dormitories to provide more active support to students from outside of the Kanto area and from overseas in terms of enrollment and support for students living in the dormitories. Therefore, students with no prior working experience will be given priority to enter the dormitory. There are two student dormitories for Keio students near SFC. If you are interested in entering a dormitory, please apply in line with the instructions below. Please note that, due to the limited number of rooms available, we cannot guarantee that all applicants will be able to move into the dormitory of their choice.

★ For student dormitories outside of the SFC area, the application procedure and application period differ, so please refer to the following website.

<https://www.keio.ac.jp/ja/student-life/housing.html>

★ For information on accommodations for international students whose residence status is "Student", please refer to the following website.

<https://www.students.keio.ac.jp/en/sfc/life/SFC-dormitories.html>

1. Application Eligibility:

Students who are currently enrolled at Keio University or who have made a decision to enter Keio University.

2. Application Period:

	[1st term recruitment] Current and new students (self-recommended admissions, returnee entrance examinations, graduate(s) of Keio Academy of New York)	[2nd term recruitment] Current students (excluding those who applied in the 1st term), new undergraduate students (general entrance examinations, graduate(s) of Keio University Affiliated Schools, etc. (excluding Keio Academy of New York)), and new graduate students
Application Period	9:00 a.m. on Friday, December 15 – 3:00 p.m. on Tuesday, December 19, 2023 (JST)	9:00 a.m. on Tuesday, February 27 – 3:00 p.m. on Friday, March 1, 2024 (JST)

★If you were unable to apply during the above application period, please contact to the following dormitory management company directly after March 2 (Sat.). If there are vacancies, applications will be accepted on a first-come, first-served basis, and will be closed once its quota has been reached.

<Nishimatsu-Jisho Co., Ltd. Yokohama Branch (Nishimatsu Construction Co., Ltd. Group)>

Tel: 0120-533-669

Email : njisho-dormitory.web@n-jisho.co.jp

Business Hours: 8:30-17:30

(except for weekends, national holidays, Golden Week break, summer break, and year-end/new-year's holidays)

3. Available Dormitories: The accommodations recruiting residents are as follows.

- H Village Paprika House (Unit rooms)
- H Village Paprika House (1-person rooms)
- H Village Turmeric House (Unit rooms)
- H Village Turmeric House (1-person rooms)
- H Village Rosemary House (Unit rooms)
- H Village Rosemary House (1-person rooms)
- H Village Basil House (Unit rooms)
- H Village Basil House (1-person rooms)
- Detailed information: <https://h-village.sfc.keio.ac.jp/>
- Shonan Fujisawa International Dormitory
- Detailed information: <https://www.n-jisho.co.jp/shonanfujisawa/>

★ Please make sure to check the following dormitories, buildings, room types, and fees before choosing your desired accommodation.

[Dormitory, building, room type]

Name of dormitory	Room type	Floor layout	Room size	Notes
HVillage Paprika House [Both men and women (separated floors)]	Unit rooms (* 1)	3~4F Women B1~2F Men	Unit: 82.62㎡ Private rooms: 8.38㎡	
	1-person rooms	1F Men	16.22㎡	
HVillage Turmeric House [Women only]	Unit rooms (* 1)	B1~3F Women	Unit: 82.62㎡ Private rooms: 8.38㎡	<ul style="list-style-type: none"> · No common areas (shared kitchen, laundry, lounge, communication space) on B1F. Residents on B1F are to use the common areas on 1F. · Suitcase storage space for residents of Paprika House and Turmeric House on B1F.
	1-person rooms	B1F Women	16.22㎡	
HVillage Rosemary House [Both men and women (mixed floors)]	Unit rooms (* 1)	1~4F Both	Unit: 82.62㎡ Private rooms: 8.38㎡	<ul style="list-style-type: none"> · Laundry rooms are set up for men/women only on every other floor. If your floor has the opposite gender only laundry, you will need to use the same gender laundry on the floor above or below.
	1-person rooms	1F Both	16.22㎡	
HVillage Basil House [Men only]	Unit rooms (* 1)	1~4F Men	Unit: 82.62㎡ Private rooms: 8.38㎡	<ul style="list-style-type: none"> · Suitcase storage space for residents of Rosemary House and Basil House on B1F.
	1-person rooms	1F Men	16.22㎡	
Shonan Fujisawa International Dormitory [Both men and women (separated floors)]	1-person rooms	3~4F Women 1~2F Men	14.47~14.72㎡	<ul style="list-style-type: none"> · Shared kitchen on 1F.

★ Each floor of the residential building in H Village has common areas (shared kitchen, laundry, lounge, communication space) (except for Turmeric House B1F).

★ Due to the limited availability of 1-person rooms in H Village, it may be difficult to accommodate all requests.

★ Please click [<here>](#) to see the room layouts of H Village.

(*1) H Village units are same-gender only. There are also common areas (shared kitchen, laundry, lounge, and communication space) on each floor of each house (except for Turmeric House B1F).

[Fees (unit: yen)]

Name of dormitory	Initial fees		Annual fees		Monthly fees				
	Move-in fee	Deposit (※2)	Management fee	Renewal fee	Dormitory fee	Meal costs	Electricity charges	Water charges	Internet usage fee
HVillage (Unit rooms)	—	50,000	246,000	0	78,300	Included in dormitory fee (*3)	4,950	3,850	1,650
H Village (1-person rooms)					88,300				
Shonan Fujisawa International Dormitory	1year: 90,000 2years: 150,000 3years: 200,000 4years: 240,000	50,000	222,000	Equivalent to initial fees	59,000	Individual settlement (*4) (Depends on the number of meals taken) Breakfast: 300 per meal Dinner: 500 per meal	4,950	3,850	1,650

(*2) When the contract has ended, costs associated with restoring the room to its original condition (for Shonan Fujisawa International Dormitory, a room cleaning fee of 35,000 JPY is required) will be charged from the deposit, with the remainder to be refunded. Additional fees will be charged for any stains, damage, or loss to the room or fixtures other than those sustained in the course of normal use.

(*3) Breakfast and dinner will be provided for dormitory students from Monday through Sunday. (excluding during year-end and new-year's holidays and August summer holidays (*Obon*))

(*4) Breakfast and dinner will be provided for dormitory students from Monday through Friday. (excluding during national holidays, during year-end and new-year's holidays, and August summer holidays (*Obon*))

4. Dormitory move-in date and time:

The move-in period for the student dormitories near SFC is scheduled from late March 2024.

* Details will be provided to those whose allocations are confirmed as soon as they are finalized.

* Check-in times: From 9:00 a.m. to 6:00 p.m.

* Students will not be allowed to move into the dormitory outside of the set period.

5. Deadline for moving-out of the dormitory:

When applying for a dormitory, you may select **"1 year, 2 years, 3 years, or 4 years"** in the "Desired period of residence" section.

* The deadline date for moving-out of the dormitory for each year is March 24.

* Cancellation of contract midway through its term:

- Please submit the "Notice of Moving Out of Dormitory" at least 2 months prior to your moving-out date to move out of the dormitory.

- There will be no refunds of the annual management fee, etc. that have been paid.

* **It is possible to renew the contract period.** When renewing your contract, you are required to pay the annual management fee and, in the case of the Shonan Fujisawa International Dormitory, an amount equivalent to the dormitory move-in fee based on the number of years you have lived in the dormitory.

6. **How to apply:** Please apply online at the following URL.

(1) Click on the following URL and register your email address.

Please contact to the following management company for the URL for individual application.

<Nishimatsu-Jisho Co., Ltd. Yokohama Branch (Nishimatsu Construction Co., Ltd. Group)>

Tel: 0120-533-669 Email : njisho-dormitory.web@n-jisho.co.jp

Business Hours: 8:30-17:30

(except for weekends, national holidays, Golden Week break, summer break, and year-end/new-year's holidays)



(2) A confirmation email will be sent to your registered email address.

* We recommend that students use their personal email address if possible.

(3) Please click on the URL in the confirmation email to continue with the application process. (The

URL is valid for 24 hours after the email address is registered.)



Please note that it may be difficult to meet all requests due to the number of rooms, operational policies, etc.

(4) After filling out the application form, click **Apply**.

(5) A confirmation email will be sent to your registered email address after application.

[Other precautions when applying]

* You may apply only once per person per semester.

* If you do not know your student ID number at the time of application, please enter your examination number in the "Student ID/Examination Number" section of the application form.

* If there are any changes to your application once you have applied, please send an email to [sfc-housing@adst.keio.ac.jp] with your full name and the details of the change.

* Please note that if the dormitory of your choice is already full, you will be assigned to another dormitory.

7. **Announcement of Results:**

	[1st term recruitment] Current and new students (self-recommended admissions, returnee entrance examinations, graduate(s) of Keio Academy of New York)	[2nd term recruitment] Current students (excluding those who applied in the 1st term), new undergraduate students (general entrance examinations, graduate(s) of Keio University Affiliated Schools, etc. (excluding Keio Academy of New York)), and new graduate students
Result announcement	Tuesday, December 26, 2023	Friday, March 8, 2024

* All applicants will be notified of the housing allocation results by email on the above-mentioned announcement date to the email address registered at the time of application. If you do not receive an email during the day of the announcement, please contact the Student Life Section [sfc-housing@adst.keio.ac.jp] from the following day onward.

8. **Procedures after the announcement:**

Prospective students who have been allocated a dormitory will be contacted individually by Nishimatsu-Jisho Co., Ltd., regarding contract procedures, so please follow their instructions.

* Upon confirmation of the following information, we will send out a set of contract documents. International shipping is possible.

- Period of Contract
- Date of moving-in
- Guarantor (indicate the person with the highest income as the guarantor)

☆ Please note that changes cannot be accepted after the contract documents have been sent.

* Documents to be prepared beforehand

The following documents must be enclosed when returning the contract documents.

- Certificates of Residence of the guarantor and dormitory resident (only one copy is needed if residing in the same household)
- Seal Registration Certificate of the guarantor

If you reside overseas and are unable to submit a Certificate of Residence and Seal Registration Certificate, please prepare the following documents.

(Certificate of Residence) can be substituted by a Residency Certificate

(Seal Registration Certificate) can be substituted by a Signature Certificate

* The above can be obtained at the Embassy or Consulate.

9. **Other precautions:**

- Students belonging to the Shonan Fujisawa Campus may also apply for student dormitories near the Hiyoshi and Mita Campuses, but they cannot apply together with the student dormitories near Shonan Fujisawa Campus (SFC).
- If there are many applicants, a lottery will be held.

- In the unlikely event that you are not selected in the lottery, you will receive information about recommended student dormitories directly from the management company only if you check the box on the application form "I agree to share my application details with the university's affiliated student dormitory management company and to receive recommendations directly from the management company" when applying.
- Those wishing to tour H Village and Shonan Fujisawa International Dormitory must contact the following management companies directly and make an appointment to visit the dormitory in advance.
 <Nishimatsu-Jisho Co., Ltd. Yokohama Branch (Nishimatsu Construction Co., Ltd. Group)>
 Tel: 0120-533-669 *Office hours: 9:00–18:00 (excluding 12/29~1/3)
 Email : njisho-dormitory.web@n-jisho.co.jp
- Room assignments are made by the Office of Student Services (Student Life), therefore we cannot guarantee your room location preferences. In addition, the assigned dormitory/room type cannot be changed. Your room number will be provided on-site on the day you move in. It is not possible to inform you of your room number prior to moving into the dormitory.
- If you wish to cancel your application for dormitory housing, please contact the SFC Student Life Section [sfc-housing@adst.keio.ac.jp] at least [3 business days before the result announcement date].
- **You cannot apply again once you have canceled your application.**
- Cancellation after allocation is confirmed:
 - < H Village > Cancellation after signing a contract with the management company will incur a penalty fee. Therefore, once the initial fees have been paid, the annual management fees that have already been paid will not be refunded. A penalty of JPY 200,000 will be charged for cancellation after the signing of the contract and prior to payment of the fees.
 - < Shonan Fujisawa International Dormitory > Cancellation after signing a contract with the management company will incur a penalty fee. Therefore, once the initial fees have been paid, the dormitory move-in fee and annual management fees that have already been paid will not be refunded. A penalty of JPY 200,000 will be charged for cancellation after the signing of the contract and prior to payment of the fees.

1 0. Other notes:

H Village Unit Leader

H Village aims to manage its dormitories with student input through systems such as unit leaders. As H Village residents, we hope that you too will lay the foundation for a new SFC.

Unit leaders will receive an allowance for their duties. If you are willing to accept the responsibility to fulfill this role, we encourage you to apply.

For more details, please refer to [here](#) for the application guidelines.

H Village Scholarship (for undergraduate students)

For those who would like to live in H Village but are concerned about the cost, there is a scholarship program exclusively for H Village.

For more details, please refer to [here](#) for the application guidelines.

◆For inquiries about the application form:

Keio University, Shonan Fujisawa Campus (SFC), Office of Student Services (Student Life)

Email: sfc-housing@adst.keio.ac.jp

Office hours: Weekdays 9:15–16:50 (closed on weekends and public holidays)