

June 27, 2022

Residential Rules of Student Dormitories on the Ito Campus

These rules are established in conformance with Article 14 of the Terms & Conditions for Kyushu University Student Dormitories.

These are the minimum rules that residents must comply with in order to live a smooth communal life in Dormitory on Ito Campus Student Dormitory.

Please note that if the resident violates these rules and does not follow the university's warning regarding the violation, termination of residency will be imposed.

1. Obligations / Prohibitions

1-1. Residents' obligations

All residents are required to fulfill the following:

- ① Annual medical check
- ② Participating in the resident briefing session (as to New residents)
- ③ Participating in annual fire-evacuation drill
- ④ Joining dormitory events as much as possible

1-2. Banned activities in the student dormitory

- ① Missionary activities in the student dormitories are prohibited.
- ② Political activities in the student dormitories are prohibited.
- ③ Commercial activities in the student dormitories are prohibited.

1-3. Smoking and drinking

- ① No smoking is allowed inside or outside the building, including individual private rooms.
 - ② As a general rule, drinking is prohibited in the entire building except for individual private rooms.
- *Smoking and drinking under the age of 20 is illegal in Japan.

1-4. Termination of residency

If the resident falls under any of the following, he/she will be ordered to leave the dormitory based on the Terms & Conditions of Kyushu University Student Dormitories.

- ① Those who are on leave of absence
- ② Those who have been imposed disciplinary action
- ③ Those who commit an illegal act such as theft, molestation, or assault in the student dormitory. (even if there is not a criminal charge for the act)
- ④ Those who have delinquent payment of room and common service fees (including cost of utilities in Dormitory 3) for more than 3 months
- ⑤ Those who violate Residential Rules of Student Dormitories and other rules and do not follow the university's warning regarding the violation.

2 Use of facilities

2-1. Use of student dormitory (in general)

- ① Strive to beautify the student dormitory and use facilities and equipment carefully.
- ② If you damage facilities and equipment in the student dormitory or other residents at your own risk, you must compensate.
- ③ Do not take equipment out of designated places such as individual private rooms and service facilities.
- ④ Visitors are allowed to enter and leave the dormitory from 8:00 to 22:00.
- ⑤ As a general rule, accommodation by non-residents (including parent(s)) is prohibited.
- ⑥ As a general rule, obtain the consent of other residents of the unit before allowing visitors to access to your room (this rule applies for the shared rooms in Dormitory 3).
- ⑦ Breeding of animals such as pets in the student dormitory is prohibited. Do not feed stray cats and pigeons on the premises.

2-2. Use of shared facilities

- ① The student dormitory has the following common area facilities.
 - Dormitory 1: Multipurpose Hall
 - Dormitory 3: Multipurpose Rooms 1 and 2, (use of barbecue space will be determined separately)
 - Ito Harmony House: Multipurpose Hall, Exchange Salon
- ② The shared facility is available to use from 9:00 to 21:00 (including time to clean up).
- ③ Try to beautify the facility when using it, and be sure to clean up and lock after use.

- ④ If you wish to use the shared facility, clarify the purpose of use, attach the list of users on the application form, and submit it to the manager's office.
- ⑤ No one other than the residents of the student dormitory can apply to use the shared facilities (excluding the use of Dormitory 3 by a Specific Large-Scale Education and Research Projects.)

2-3. Use of lounge

- ① No application is required when using the lounge on each floor. However, the application may be required when usage is concentrated.
- ② As a general rule, the lounge is open from 9:00 to 22:00.
- ③ No one other than the resident of the student dormitory can use the lounge.

3 Procedure

3-1. Bicycle parking, etc.

- ① Parking of residents' car is prohibited except for those who are permitted due to unavoidable circumstances. For temporary parking, students, visitors, etc. should apply to the manager in advance for parking permission.
- ② If you want to park your motorcycle or bicycle in the parking lot, please ask in advance. After obtaining a permission, park them at the designated place and attach a sticker. Dispose of bicycles that are no longer needed should be your responsibility.

3-2. Change of room

- ① In principle, changing your room is not allowed.
- ② As to international students, those who wish to move to the couple's room with live-in family should apply to the Dormitory Manager.

3-3. Move-out procedure

- ① If you wish to move out before the expiration date of your dormitory stay, submit "The notice of intent to vacate" to the manager at least one month before the move-out date.
- ② Room and common service fee (including cost of utilities if you reside in Dormitory 3) for the month of moving out are calculated on monthly basis, not daily.
- ③ Make sure that the resident himself/herself performs the move-out procedure and is inspected by the dormitory manager. You cannot let a

friend or an agent perform the move-out procedure.

- ④ Check the room with the manager before you move out.
- ⑤ The deposit will be settled when you move out and will be returned after deducting the amount allocated for the repair cost of stains and damage caused by your own responsibility. If the repair cost is more than the amount of deposit, you are responsible to pay the shortfall.

4 Precautions for daily life

4-1. Dormitory manager

- ① The manager is on duty in the administration office at all hours. (Except for Dormitory 3)
- ② For Dormitory 3, the manager is on duty in the administration office from 8:30 to 19:30 every day. For emergency response when the manager is absent, call the administration office of Dormitory 2.

4-2. Community life in general

- ① Check the bulletin boards in the student dormitory every day and pay attention to the contents.
- ② Self-manage the laundry in the laundry spot and do not leave it for a long time.
- ③ Use the facilities (air conditioner, etc.), equipment (desk, chair, bed with storage, refrigerator, etc.) in your room carefully, and do not take out the equipment from the room without permission.
- ④ If you hang the futon, hang it inside the balcony to avoid falling.
- ⑤ Ventilate the room appropriately to prevent mold. As it may cause water clogging, clean the washbasin and the drain of the bathroom frequently.
- ⑥ Do not pour oil, waste food into the drain outlet as it may clog the drain pipe. Commercially available oil coagulants or old newspapers should be used for oil disposal.
- ⑦ Garbage should be put out in the designated garbage bag at the designated place on the designated date and time.

4-3. Cost of utilities, etc.

- ① Residents must make a contract for electricity, water, telephone, NHK broadcast, internet line usage etc. in your room (For Dormitory 3, the University is responsible for making contracts for electricity, water and internet).

② When you move out from the dormitory, you must notify the cancellation of the contracts and settle fees. (Except for Dormitory 3)

4-4. Disaster/Crime prevention

- ① As for crime prevention, be sure to lock the doors and windows of your room and safely store the keys.
- ② If you lose your room key and/or the guest card, report to the dormitory manager immediately (you also bear the required cost as the key reissue cost).
- ③ Keep the key safe and do not duplicate.
- ④ Be sure to lock when you leave the room.
- ⑤ If you see a suspicious person, contact the manager's office or Maintenance Service Center after 19:30.
- ⑥ Staff and vendors may be compelled to enter your room for the inspection of firefighting equipment or repair of equipment, or in the event of an emergency such as a fire or earthquake.
- ⑦ Lock your bicycles and motorcycles.
- ⑧ You must watch out for fire when using it.
- ⑨ To prevent fire, the use of portable gas stoves, kerosene stoves and electric stoves without anti-seismic devices is prohibited.
- ⑩ Do not put any personal belongings in common places such as common rooms, corridors, and emergency stairs. Do not leave your personal belongings on the balcony, as it will be an emergency evacuation route.