

Procedures of Admission to Toshima International Hall of Residence Building A

July 2025
The University of Tokyo
Scholarship & Welfare Group
Welfare Team

You are admitted to Toshima International Hall of Residence Building A. To move-in the accommodation, please follow the following procedures.

Procedures for move-in:

1. Inform us of your expected arrival information by Thursday, August 7, 2025 through the following form. If you wish to cancel the room offer, please let us know through the form so that another student will get the room offer.

URL : <https://forms.gle/8QvFCvBGf6Gxq23XA>

2. The move-in period is designated as below.

Period : October 1 (Wed.) ~ October 5 (Sun.)
(From 10:00am to 12:00pm, 1:00pm to 5:00pm)

3. After you move in the Hall, please complete the registration process during the designated period at the following office. **The necessary documents for the registration process are prepared on the desk of your room.**

Period : Within 10 days after moving-in
(From 9:00am to 5:00pm on weekdays.)

Location : UTokyo Welfare Team

7-3-1, Hongo, Bunkyo-ku, Tokyo 1130033

※ **By mail as a general rule (Counter service is also available)**

*The student status (i.e. Master's Course, Professional Degree Course, Doctoral Course, or Research Student) that you input at OSTA when applying is requirement for move-in. You cannot move in International Hall of Residence before the admission result is released.

*Even if you move in or move out from the International Hall of Residence in the middle of month, you must pay a full amount of monthly Accommodation Fees. Accommodation Fees are not reducible by day.

Points to notice :

(1) Looking after yourself

In order to ensure the health management of residents, etc., UTokyo Accommodations ask students to undergo regular health check-ups and to cooperate with infection prevention measures, etc throughout their stay at the dorm. For details, please refer to the following URL.

(2) Rescission of an admission of entrance

If you do not complete the procedure for move-in during the designated period without any specific reasons, your admission to the Hall can be canceled. Moreover, if you submit false personal data for the procedure, Welfare team can revoke your admission to the Hall retroactively.

(3) Usage of electricity and water

You are individually responsible for setting up the use of electricity and water. (You need to pay the cost of them on your own.)

Please be advised to set up these utilities a few days prior to your arrival. Because the allotted room number may change from the current one, do not process them too early. If you do not set them up beforehand, you cannot use the utilities.

You can make reservation for the set-up through website or by phone.

<Contact>

Electricity :

Tokyo Electric Power Company

Website : <https://www.tepco.co.jp/ep/private/moving/index-j.html>

Tel : 0120-995-113 (toll free)

Water :

Bureau of Waterworks Tokyo Metropolitan Government

Website : <https://www.waterworks.metro.tokyo.lg.jp/tetsuduki/suidoapp/eng>

Tel : 0570-091-100 (Moving/Contract) / 03-5326-1101 (Water leak etc.)

(4) Other

Because a personal room is not so large, you are not allowed to bring large home appliances or furniture such as a refrigerator, a chest of drawer. If you wish to ship your baggage before moving in, please make sure that it is delivered to at your room after your arrival. The residence officers do not receive and keep any luggage in advance.

If you would like to visit the Toshima International Hall of Residence Building A prior to a move-in day, please check the following URL before making an appointment.

Instruction: <https://www.u-tokyo.ac.jp/content/400220982.pdf>