

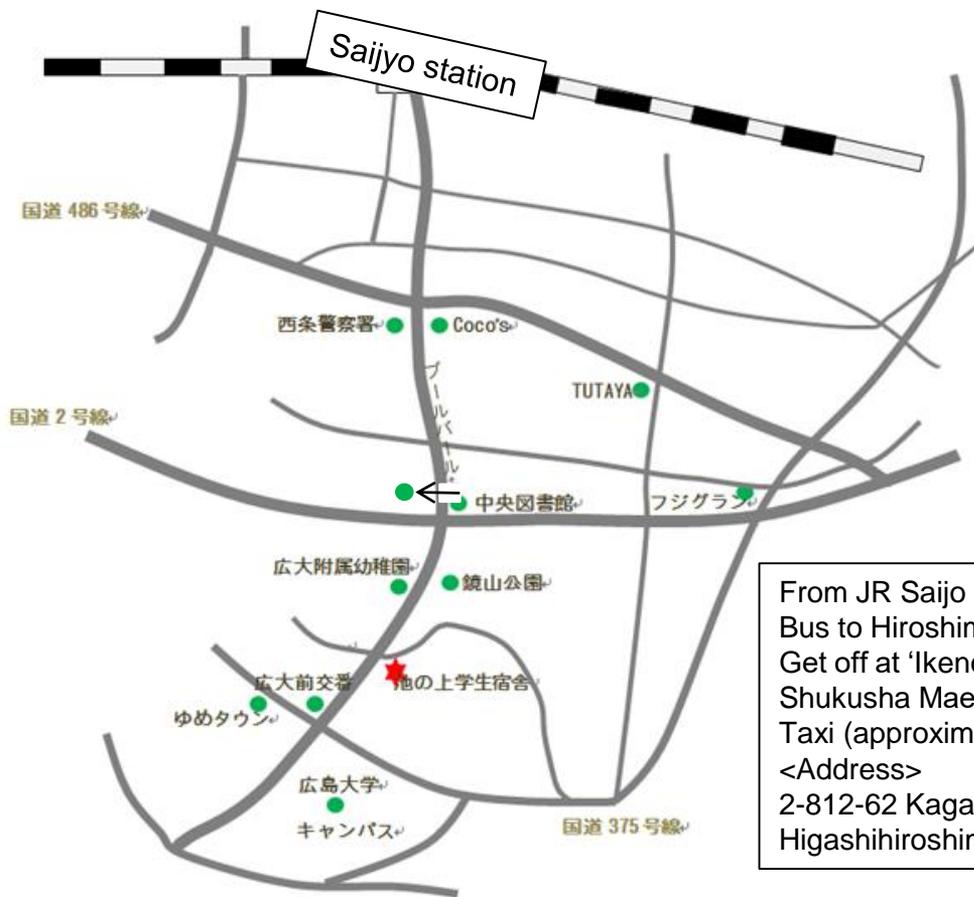
Ikenoue Student Dormitories Guidebook 202304

**Hiroshima University Education Office
Department of Educational Affairs
Student Services Group**

For a video introducing the rules of Dormitories,
please scan this QR code.



Access to Ikenoue Student Dormitories



From JR Saijyo Station:
 Bus to Hiroshima University
 Get off at 'Ikenoue Gakusei Shukusha Mae'
 Taxi (approximately 10 minutes)
 <Address>
 2-812-62 Kagamiyama,
 Higashihiroshima, 739-0046



contents

| | |
|---|-----------|
| Introduction | 4 |
| Facilities | 5 |
| Dormitory Room Facilities · Common facilities | 6 |
| Ground plan | 7 |
| People involved in the student dormitories | 10 |
| Moving in | 11 |
| Internet | 11 |
| Ikenoue Student Dormitory rules (hints for residency) | 12 |
| • Overall dormitory rules | |
| • Room rules 【Common for all rooms】 【Type A】 【Types B, D】 【Type C】 | |
| • Lounge rules | |
| • Toilet rules | |
| • Bathroom and shower room rules (excluding Type C) | |
| • Laundry rules | |
| • Kitchen rules (Types B, D only) | |
| • Garbage Disposal rules | |
| Expenses | 29 |
| • Boarding fees | |
| • Common expenses | |
| • Utilities | |
| When you encounter problems | 30 |
| In case of sudden illness or injury | 30 |
| Emotional issues | 31 |
| In case of fire, earthquake or other natural disasters | 31 |
| When leaving the dormitory | 32 |
| • Advance procedures | |
| • Day of inspection | |
| • Eviction | |
| Living in the community | 33 |
| • Medical facilities, emergency contacts, etc, in the area around the dormitories | |

Introduction

Ikenoue Student Dormitories were established with the aim of offering lodgings that are suited to students' study, and allow them to experience life as responsible citizens.

The dormitories are made up of western-style individual rooms that respect the students' right to live as an individual. At the same time, as there are ten to twenty people living on each floor, the dormitories also offer a communal living environment. While there are various systems and restrictions set for the communal living areas, as Japanese students and international students with differing cultures and customs live together in the dormitories, it is crucial that residents possess a high level of mutual understanding and tolerance. By taking just a little care, such as showing compassion toward others and making efforts to think of other residents before acting, life in the dormitories will become meaningful and enjoyable.

In the communal living areas there will sometimes be cases where there is conflict between residents over noise from neighbors or the way communal areas are used. If you have a concern or issue, we encourage you to discuss it with the other party or those around you, rather than keeping it to yourself. If the issue cannot be resolved through discussions, it can be raised as a topic at the Floor Meeting, or you can discuss it with the Student Dormitories Caretaker. In addition to discussing issues with you, we are more than happy to provide any support whenever required, so please feel free to visit us in the Administration Office or the Students Services Group, Department of Educational Affairs, Education Office (3rd floor, Student Plaza).

In the future you will be graduating to start your life outside of university, and the things you learn during this experience of communal living in the student dormitories will be extremely valuable. Interacting effectively with others, working together, thinking of others before acting, and taking into consideration 'the big picture' are not things that come easy, but during your time living in the dormitories we hope that you gradually learn these.

You have been granted the right to live in the dormitories as the result of an extensive selection process involving many candidates, so during your time in the dormitories please do not forget that there were many people who were unsuccessful in their application to live here.

This Ikenoue Student Dormitories Living Guide contains all the necessary information for living in the dormitories. Please read through it carefully, and keep it handy so that you can refer to it as needed while living here.

Students Services Group,
Department of Educational Affairs,
Education Office

Facilities

| 区分 Classification | 1号館 Building No. 1 | 2号館 Building No. 2 | 3号館 Building No. 3 | 4号館 Building No. 4 | 5号館 Building No. 5 | 6号館 Building No. 6 | 7号館 Building No. 7 | 8号館 Building No. 8 | 9号館 Building No. 9 | 10号館 Building No. 10 | 11号館 Building No. 11 | 管理・共用等 Management, Common Facilities | |
|------------------------------|---|--|--|--|---|---|--|--|--|--|---|---|---|
| Type | A | A | A | A | B・D | B・D | A | A | A | B・D | C | | |
| 居住施設 Dormitory Room | 居室10㎡ 10㎡ 46室 46 rooms | 居室10㎡ 10㎡ 46室 46 rooms | 居室10㎡ 10㎡ 46室 46 rooms | 居室10㎡ 10㎡ 46室 46 rooms | 居室12㎡ 12㎡ 100室 100 rooms | 居室12㎡ 12㎡ 100室 100 rooms | 居室10㎡ 10㎡ 36室 36 rooms | 居室10㎡ 10㎡ 36室 36 rooms | 居室10㎡ 10㎡ 36室 36 rooms | 居室10㎡ 10㎡ 36室 36 rooms | 居室12㎡ 12㎡ 100室 100 rooms | 居室14㎡ 14㎡ 100室 100 rooms | 倉庫 Storeroom 電気室 Electrical Room 洗濯室 Laundry Room |
| 共用施設 Common Facilities | 談話室 Common Room 洗濯室 Laundry Room 浴室, Bathroom 便所 Toilet 物入れ Cupboard | 談話室 Common Room 洗濯室 Laundry Room 浴室 Bathroom 便所 Toilet 物入れ Cupboard | 談話室 Common Room 洗濯室 Laundry Room 浴室 Bathroom 便所 Toilet 物入れ Cupboard | 談話室 Common Room 洗濯室 Laundry Room 浴室 Bathroom 便所 Toilet 物入れ Cupboard | 補食室 Dining Room 談話室 Common Room 洗濯室 Laundry Room 洗濯室 Laundry Room ラウンジ Lounge 浴室 Bathroom 倉庫 Storeroom | 補食室 Dining Room 談話室 Common Room 洗濯室 Laundry Room 洗濯室 Laundry Room ラウンジ Lounge 浴室 Bathroom 倉庫 Storeroom | 談話室 Common Room 洗濯室 Laundry Room 浴室 Bathroom 便所 Toilet 物入れ Cupboard | 談話室 Common Room 洗濯室 Laundry Room 浴室 Bathroom 便所 Toilet 物入れ Cupboard | 談話室 Common Room 洗濯室 Laundry Room 浴室 Bathroom 便所 Toilet 物入れ Cupboard | 談話室 Common Room 洗濯室 Laundry Room 浴室 Bathroom 便所 Toilet 物入れ Cupboard | 補食室 Dining Room 談話室 Common Room 洗濯室 Laundry Room 洗濯室 Laundry Room ラウンジ Lounge 浴室 Bathroom 倉庫 Storeroom | 談話室 Common Room 洗濯室 Laundry Room 事務室Office | 洗濯室 Laundry Room 交流室 Exchange Room 山中 フリースペース Yamanaka Free Space |
| 定員 Capacity | 46人 46 people | 46人 46 people | 46人 46 people | 46人 46 people | 100人 100 people | 100人 100 people | 36人 36 people | 36人 36 people | 36人 36 people | 36人 36 people | 100人 100 people | 100人 100 people * 身体障害者 用 Physically handicapped person 2人 2 people | |

Dormitory Room Facilities

| | 室 数 No. of Rooms | 設 備 Equipment |
|---------------|---------------------|--|
| A タイプ | 292室 292 rooms | 棚付きベッド, 机, 椅子, ロッカー, 網戸, 電話機, テレビ用端子 カーテンレール, 物干し場(バルコニー), 冷暖房機, ミニキッチン Bed with shelf, desk, chair, locker, screen door, telephone, television terminal, curtain rail, balcony (clothes-drying place), air conditioner and heater, mini-kitchen |
| B D タイプ | 300室 300 rooms | ベッド(マットレス無し), 机, 椅子, 網戸, 電話機, テレビ用端子 カーテンレール, 物干し場(バルコニー), 書籍棚, 冷暖房機, 洗面所 洋式水洗トイレ, 物入れ Bed (No mattress), desk, chair, screen door, telephone, television terminal, curtain rail, balcony (clothes-drying place), bookcase, air conditioner and heater, wash room, Western-style toilet, cupboard |
| C タイプ | 100室 100 rooms | ベッド(薄めマットレス), 机, 椅子, 網戸, 電話機, テレビ用端子, カーテンレール, 物干し場(バルコニー), 冷暖房機, 洗面所, 風呂, 洋式水洗トイレ, ハンガースペース Bed (Thin mattress), desk, chair, screen door, telephone, television terminal, curtain rail, balcony (clothes-drying place), air conditioner and heater, wash room, bath, Western- style toilet, hanger space |

Common facilities

| | |
|---|--|
| 洗濯棟 Laundry Pavilion | ランドリー, 乾燥機 laundry machines and dryers |
| 交流室(和室) Exchange Room (Japanese-style room) | 座卓, 座布団, テレビ, ミニキッチン tatami-room table and cushion, TV, mini-kitchen |
| 山中フリースペース Yamanaka Free Space | テーブル, 椅子, 卓球台, 自動販売機コーナー table, chair, table tennis level, Vending Machine Corner |
| 自動販売機コーナー Vending Machine Corner | 清涼飲料水, カップめん Soft drinks, Cup noodles |

Ground plan

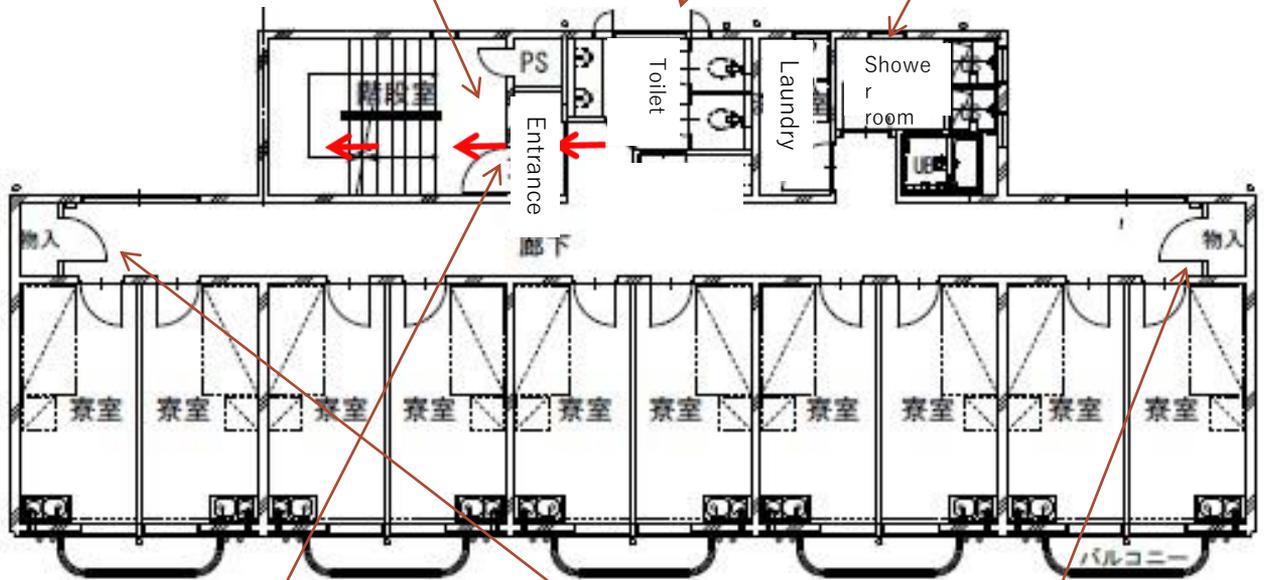
← evacuation route

【Type A floor plan】

Please take care not to jam the toilet by trying to flush large amounts of toilet paper at one time

There is a plastic bucket on the landing. Please throw out garbage following the garbage separation rules issued by Higashi Hiroshima City.

The exhaust fans in the bathroom are kept on at all times to prevent mold



It is forbidden to wear shoes in the floor (corridor, room etc). Take off your shoes in the entrance area and put them into the shoebox. Please keep in your own room any shoes that will not fit in the shoe box. Do not leave personal belongings lying around the entrance area or corridor.

The closets at either end of the corridors are freely available. Please coordinate among those living on the same floor to ensure that those who want to use them can do so, and keep them neat and tidy.

There are lounges on the 2nd and 4th floors for Type A. Please see page 17 for information on how to use the lounge. (If you want to use lounges, please contact to the caretaker's office.)

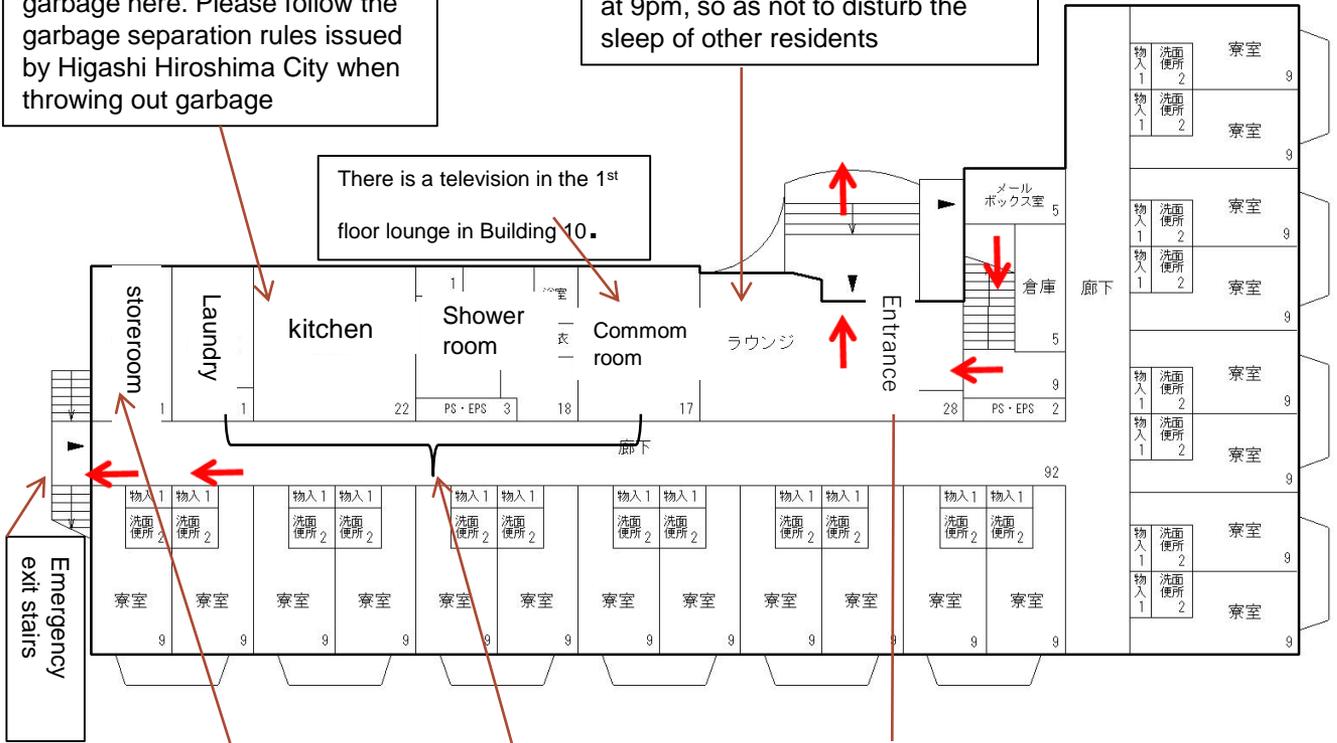
【Type B and D floor plan】

← evacuation route

There is a plastic bucket for garbage here. Please follow the garbage separation rules issued by Higashi Hiroshima City when throwing out garbage

There is a television in the 1st floor lounge in Buildings 5 and 6
The television must be switched off at 9pm, so as not to disturb the sleep of other residents

There is a television in the 1st floor lounge in Building 10.



If you would like to store articles in the storeroom, please obtain the key from the Administration Office. Please look after your articles by labeling them with your name to prevent loss.

Shoes may not be worn inside the dormitories. When you take off your shoes in the entrance area, please make sure you put them away in your own shoe box. Any shoes that will not fit in the shoe box must be kept in your own room. Do not leave personal belongings lying around the entrance area or corridor.

When using common areas, please make sure that you clean up after using the area, so as not to cause inconvenience for other residents

There is a lounge on each floor, which is not locked. Please use the lounge in a fair and polite manner.

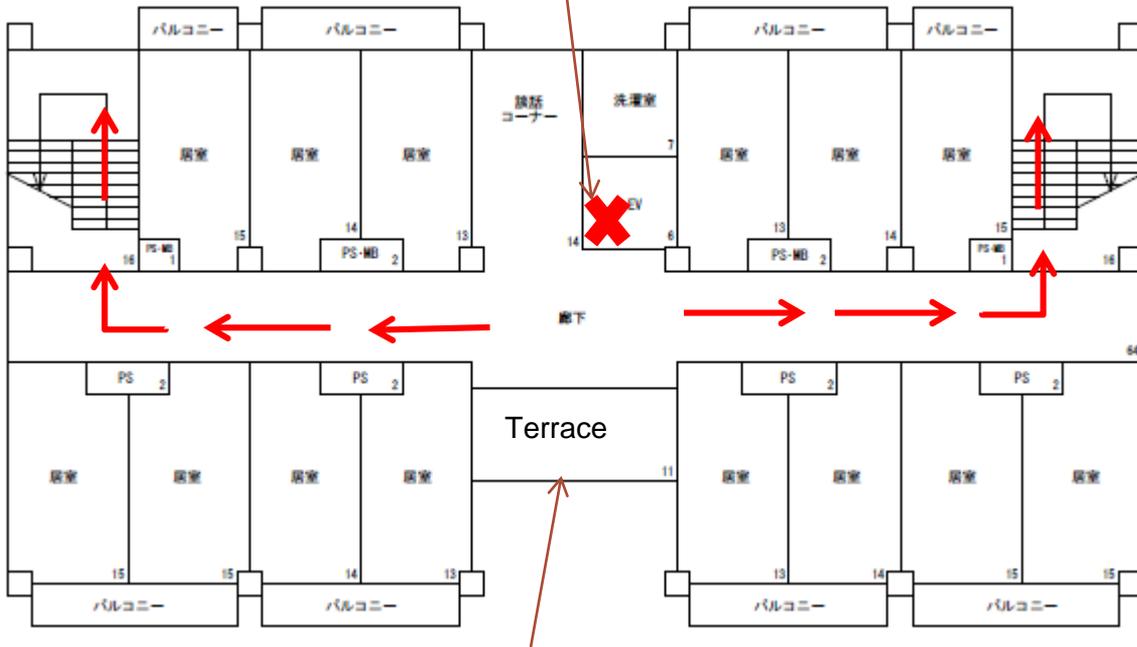
The refrigerators in the kitchen should be cleaned out regularly based on discussions amongst floor residents, throwing out anything that is no longer needed. The refrigerators are shared among all residents, so please think of others when using the refrigerator, including making sure that food with a strong smell is tightly sealed to prevent the smell from leaking.

【Type C floor plan】

Floors 2 - 8

At times of emergency, please use the stairs instead of the elevator.

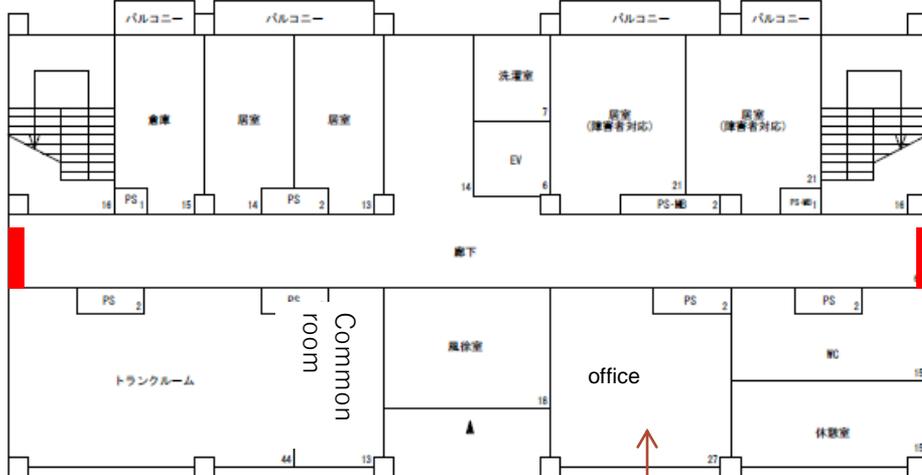
← : evacuation route



It is forbidden to hang out washing or smoke here.

At times of emergency such as earthquake or fire, please evacuate through this door.

Floors 1



Shoes may not be worn inside the rooms.

This is the caretaker's office.

Each resident must separate his/her own garbage, and throw it out at the garbage station in front of Building 11.
 There is a lounge on the 1st floor only. There is a limit to how many people will fit in the room, so please use the Japanese-style function room in the building next door if you have a large group of people. ※Contact to the caretaker!

People involved in the student dormitories

During the day there is a caretaker at the dormitories, and at night there is a guard. The Student Services Group on the 3rd floor of the Student Plaza also provide living support on campus for the dormitory students. Please feel free to consult with us should you have any issues during your time at the student dormitories.

■ Administration Office (1st floor, Building 11)

The Administration Office is staffed by a caretaker during daytime hours (8:30 – 17:00) and a guard at night (17:00 – 8:30) and on weekends and public holidays. They will also handle any issues related to breakages or repairs. However, please be aware that submission of Notice of Residency or Notice of Departure, payment of utilities or accommodation fees and other office functions are only possible during the hours when the caretaker is in the office.

<<Caretaker office hours>>

Monday – Friday (weekdays) 8:30am – 5:00pm

Tel: 082-424-6148 (extension within the dormitories: 1111)

Cell phone: 080-5759-3060

■ Security Guard's Office (1st floor, Building 11, at the back of the Administration Office)

There is a guard in the Security Guard's Office, who works to ensure the safety of the dormitories, mainly at night and on weekends/holidays.

<<Guard office hours>>

Night 5:00pm – 8:30am (next day)

※ The guard goes on patrols of the dormitories at 9:30pm and 7:00am.

(On weekends, public holidays, end-of-year holidays and summer holidays there are also patrols at 10:00am and 2:00pm).

※ The guard takes naps from midnight to 6:00am.

■ Student Services Group (3rd floor, Student Plaza, Hiroshima University)

The Student Services Group provides overall living support for students. This is the contact point whenever you have a problem. They will work to resolve any issues by contacting the relevant organizations on campus and externally.

Tel: 082-424-6146, 5794

■ Cleaning staff

We also have cleaning staff who clean the common areas and ensure that equipment is complete. They act as advisors for residents' cleaning and. Please contact the cleaning staff on duty or the Administration Office if you don't know how to sort and throw away your garbage.

Please make efforts to ensure that you clean your own room and keep it clean at all times.

● Floor Leader

Each floor has one selected floor leader.

Please follow his/her instructions.(garbage duty etc)

Moving In

- Once you have received permission to live in the dormitories, please move in by the designated date. If you do not move in by the designated date and do not have a valid reason for the delay, your residency here will be cancelled.
 - The room that you will live in is decided in advance and cannot be changed.
 - You can receive your room key at the Administration Office by submitting your acceptance document. You will need to return the key when you move out of the dormitories, so please take care not to lose it.
 - Your room has been returned to its original state by the previous resident. Nonetheless, please check the room when you move in. If there are any abnormalities, please fill in the Ikenoue Student Dormitories Repair Form that you receive when you move in, and submit to the Administration Office within 7 days of moving in. This form needs to be submitted even if there is no need for repair.
 - Once it has been decided that you will moving in to the dormitories, please submit the following documents to the Administration Office within one week:
 1. Ikenoue Student Dormitory Repair Report
 2. Parking Space Application (Motorbike and/or bicycle)
- ※We would like to ask any student who has not yet submitted the Hiroshima University Accommodation Fee Automatic Payment Application Form that was handed out together with the Residency Permission document to submit it as soon as possible.
- The dormitories are equipped with a bed, desk, chair, air conditioning, book shelf, etc. Students are forbidden from altering such installations or removing them from the room.
 - We ask students to bring their own bedding (quilts, pillow, covers, etc), washing goods, towels, chopsticks, plates and other personal items, as well as umbrella, clothes and any other personal effects, as these are not provided.

※The items listed above are considered the minimum items for living in the dormitories. We also recommend that you bring your personal stamp (seal), health insurance card (remote area health insurance card), something that indicates your history of infectious diseases and vaccinations (for example, a copy of your maternity health record book: this enables checks of your immunity when infectious diseases are prevalent, to prevent unnecessary concern), and household medicines (internal medicines are not kept in the administration office due to concern of possible side-effects, etc).
 - Please take the time to pay a visit to your neighbors on both sides, when you move in. In many cases, people living around you will be able to hear noise when you move in, as well as general noise from your room. So it is a social custom to politely apologize in advance to your neighbors when you move in.
 - If you have any questions, please ask at the Administration Office.

Internet

- If you would like to use the Internet, please directly apply to Ryo-Net. If you have any questions please call the following numbers:

Ryo-Net Chuo Tsushin Systems (CTS)
☎0466-28-3699

Ikenoue Student Dormitories Rules (hints for residency)

While all the rooms in the student dormitories are private rooms for individuals, this is also a communal living space for a large number of students. Try to think not just about yourself but about those you are living with, paying consideration to whether or not what you are doing will inconvenience anyone else. Make efforts to think about others and have friendly discussions on how you can all live together comfortably, to make this a more pleasant and enjoyable place for everyone.

We also encourage you to greet each other if you meet in the corridor and staff, thank anyone who does something for you, and make a comment if you notice something or see that someone has made a mistake. In other words, we would like you to use the dormitories as a place of growth, where each resident treats others kindly, with a strong awareness of your position as a respectable Hiroshima University student.

In principle all residents must participate in fire drills, evacuation drills and Floor Meetings held at the dormitories. Please be aware that those students who are absent without a valid reason may be evicted from the dormitories.

◆ Overall dormitory rules 【Fire prevention, crime prevention】

- Fire drills are held once or twice a year. We ask residents to make sure they participate and work toward disaster prevention.
- Please take great care whenever using fire, and make sure you know where the fire extinguishers, evacuation equipment and evacuation routes are.
- If the alarm in your room rings, please inform the Administration Office immediately. If necessary, please start initial efforts to put out the fire.
- All areas in the dormitories are non-smoking.
- Buildings 5 and 6 are the wings for female residents, Building 11 is male and female, and all other buildings are for male residents. As a crime prevention measure, those of the opposite sex who have not received permission are not allowed in the buildings occupied by the opposite sex.
In particular, only males (including guardians) who have a special reason (moving in, etc) are permitted to enter the female wings. Males who do enter the female wings are required to carry with them at all times the permit that is issued at the Administration Office. If you see anyone who is not carrying the permit, please notify the Administration Office immediately.
Residents who allow a member of the opposite sex into the building without permission may receive an eviction recommendation notice.
- Any behavior that causes inconvenience to other residents, such as instrument performances, rough behavior, and loud noise, is expressly forbidden in the dormitories (including the communal facilities).
- Please avoid going out late at night as much as possible. If you must go out, please take crime prevention measures, such as taking a friend with you.
- Please do not leave the front door of the building open. In particular, residents of Buildings 5, 6 and 10 should make sure that the door is closed when they enter or leave the building.
 - Residents are asked to be responsible for looking after their own valuables. Please lock your doors and windows, not only when you are going out or going to sleep, but also whenever you are away from your room (those living in 1st floor rooms should take particular care).
- It is not permitted to make copies of keys or lend them to other people without authorization. If you lose your key, please report the loss to the Administration Office together with your student card.

- Do not leave garbage, cardboard boxes, magazines, shoes, etc, in the corridors or clothes drying areas (balcony). In particular, the 1st floor clothes drying areas (balcony) are prone to outbreaks of suspicious fires so please take care.
- Underage drinking of alcohol and smoking are forbidden by law. It is prohibited to force people to drink. Although residents may be of legal age, smoking is prohibited in the dormitories. Please smoke in the designated areas.
- It is prohibited by law to possess, ingest or trade cannabis or any other drugs, narcotics or medications belonging to the same category.
- Naturally, any other illegal behavior is also prohibited.

◆Overall dormitory rules 【Other】

- Regular notices and announcements can be found on the bulletin board at the entrance on the first floor of each building, or on the electronic bulletin board My Momiji, as well as the Ikenoue Student Dormitories homepage. Please make sure you check for new information each day.
- It is forbidden to wear shoes in the dormitories. Please take off your shoes at the entrance, put them in the shoe box, and wear slippers/indoor shoes in the dormitories.
- Do not leave your shoes in the entrance or the corridors. Shoes that are left even after warnings are given will be collected. They will be stored for a certain period, and if not collected will be disposed of. So please make it a habit to put away your shoes.
- Do not leave any private articles in the corridors, kitchen, stairs or other areas, as they will get in the way when there are evacuations.
- It is prohibited to park anywhere on the Ikenoue Student Dormitories grounds. Dormitory residents have been accepted in the dormitories for financial reasons, so residents can't have their cars in the dormitory.
- Bicycles and motorbikes are limited to one per person. You can obtain permission to park in the designated parking area by applying and registering with the Administration Office. Please submit documents "**Parking Space Application (Motorbike and/or bicycle)**". Bicycles or motorbikes that do not have parking permits and therefore whose owner is unknown will be removed. Any bicycles or motorbikes that are parked in locations other than the designated parking areas will receive a warning. If they still remain parked in undesignated areas after the warning they will also be removed.
- There is no curfew. However please ensure that you do not cause any inconvenience to other residents if you are arriving at or leaving the dormitories late at night or early in the morning.
- Pets (dogs, cats, other small animals, fish, reptiles, etc) are forbidden.
- When submitting items to be posted, please make sure you indicate the room number and building number, and ask those sending mail to you to do the same. Mail may be returned to the sender if the room number is not indicated.
- The Administration Office does not keep parcels on your behalf, such as mailed items or deliveries.
- Mail items will be delivered to your mail box. Please check your mail box regularly, and take your mail back to your room promptly, to avoid theft.

- When you move out, please take anything with you (personal equipment, etc) that you brought when you moved in, or dispose of by organizing collection by a waste disposal company, etc. It is expressly forbidden to illegally dispose of motorbikes, bicycles, televisions, refrigerators, etc. If it is found that there has been illegal disposal, you will have to pay all removal and transportation costs as well as the cost of disposal.
- The floors (in rooms and other floors) are not waterproof. Please be careful because if you pour water over the floors when cleaning them, water will leak into the floor below. When there is careless water leakage, it will not only impact residents living below and next door, you will also be required to pay for repairs to the ceiling and floor. Please take care.
- Posting of personal notices is not permitted in the dormitories. If you would like to post information for other residents about student dormitory events, etc, please consult with and obtain permission from the Administration Office.
- No solicitation or sales are permitted in the dormitories.

☆☆Please contact the office in the following situations ☎082-424-6148 ☆☆

- Loss or breakage of buildings, attached facilities, equipment, etc.
- Natural disaster or other abnormal occurrence
- A gas warning device, emergency warning device, or other device's alarm has sounded
- There is an outbreak or potential outbreak of an infectious disease in the dormitories
- Any other emergency situation

◆About the garbage duty

All residents have to sort and throw away their trash.

And The person who is on duty for garbage have to check whether the garbage was separated correctly. If it was not, he have to re-separate it. After that, he brings the garbage to the garbage station.

(Schedule of duty for garbage will be prepared in advance)

— What you have to do when you are on duty —

- See the plastic buckets and when some of them are full, change the bags for new ones.
- Separate the garbage and carry the full garbage bags to the garbage station on Sunday.
- If there are some unsorted garbage bags you took from your floor and you got a notice to again separate them from myMomiji, go to the brown garbage station opposite the No.11 building by the deadline to separate garbage.

※ About Landfill/Noxious/Oversized garbage

For small trash, put them in the fixed trash box. (The cleaning staff collects it regularly)

For large garbage, please bring them to the administration building by yourself.



◆About cleaning the common area

The cleaning staff for residents' clean the common area and ensure that equipment is complete. However, let's try to keep our dorm clean.

Please follow the following things. **If you did not, the cleaning staff can't clean your building.**

- For the shoes taken off at the entrance, please place your shoes into the shoebox. Any shoes left untidy will be taken away.
- Please do not leave your items on the floor (outside your own door) e.g. shoes, umbrellas, trash bags, laundry etc.
- Please keep the dining room clean and managed. (the table in the dining room, the sink etc.) Leaving unclean utensils is not allowed so clean them and put them away in the storage. Please do not leave garbage on a table.
- Do not leave trash bags on the stairs. (Type A)
- Walking in with muddy feet is not allowed but still many do so. So, if anyone is found doing the same, they will be notified.
- The person who has blocked the toilet will clean it up. We have the tools necessary for it.
- When you dispose your garbage into plastic buckets, the garbage must be sorted out properly.

◆ Room rules

【Common rules for all room types】

• Entry into rooms

In order to appropriately manage and operate Ikenoue Student Dormitories, please be aware that the caretaker or university staff may enter your room, in cases where entry into the room is particularly necessary in terms of disaster prevention or for safety checks. Such cases are indicated below.

- (1) Firefighting equipment inspections held twice a year (all rooms will be inspected, and inspections will be conducted even if the resident is absent)
 - (2) Cases where an urgent check is required because of a water leakage or odor
 - (3) Cases where resident's safety needs to be checked
 - (4) Cases where it is assumed, based on objective facts, that the resident is breaking the dormitory rules
- Please do not take out any of the equipment installed in your room or use it for any other purpose.
 - The fluorescent lights in the room (ceiling lights and other fluorescent lights) and other consumables such as batteries for the remote control for the air conditioning must be purchased and replaced by the resident.
 - It is forbidden to have anyone other than the resident staying in the room (including family, friends, boyfriend/girlfriend, etc).
 - Please make sure that you lock the door of your room, to prevent theft.
 - Please ensure that you turn off the air conditioning when you go out. It is forbidden to use oil heaters (fan heaters) or the like. It is also forbidden to use any fire in the room, such as gas burners or candles.
 - It is forbidden to bring your own washing machine into the room. Please use the laundry room.
 - Please make sure that your room is kept clean and ventilated.
 - Please do not stick/hang anything on the walls. The paint/wallpaper will easily peel away when anything that is stuck there is removed.
 - Telephone
The phone can be used for internal calls within the dormitories free of charge, without any contract. Your internal phone number is a four-digit number, made up of the room number plus the building number.
Eg. Building 1, Room 102: 1021
Building 10, Room 102: 1020
Building 11, Room 213: 6213 *6 is used for Building 11.

You can call the Administration Office directly by dialing 1111.
The phone in the room is used for administrative notices from the caretaker's office, so please make sure that your phone is always connected.

【Type A】

- Please keep the mini kitchen clean.
After cooking, thoroughly clean the area around the induction (IH) cooker and the floor in front of the sink.
※Oil becomes impossible to remove if it is not cleaned up immediately.
- The drain will also block up with vegetable scraps and oil, so please ensure that this does not happen, by using a commercially-available drainage net for example.
- Wooden table tops do not handle heat well, so please refrain from placing hot saucepans on the table top after cooking, as cracks will develop. If there is a breakage attributable to the resident, depending on the extent of the damage, the resident may be required to pay repairing and replacing expenses.

【Types B and D】

- Rooms are prone to dampness, so please take measures to ensure that mold does not develop, such as standing your mattress up against the wall when not using it for long periods of time.

【Type C】

- Please keep the mini kitchen clean.
After cooking, thoroughly clean the area around the induction (IH) cooker and the floor in front of the sink.
※Oil becomes impossible to remove if it is not cleaned up immediately.
- The drain will also block up with vegetable scraps and oil, so please ensure that this does not happen, by using a commercially-available drainage net for example.
- The drain in the bathroom may easily become clogged with hair, etc, so please make sure you clean it regularly.
- Wooden table tops do not handle heat well, so please refrain from placing hot saucepans on the table top after cooking, as cracks will develop. If there is a breakage attributable to the resident, depending on the extent of the damage, the resident may be required to pay repairing and replacing expenses.
- For Type C rooms, residents need to conclude a contract with the gas company themselves. The contact details for the gas company are included in the documents you receive when you move in. Please contact the gas company to get the gas supply connected (disconnected when you move out). 【Hiroshima gas chuo Tel: 082-493-8801】
- Any garbage from your room must be placed in a Higashi Hiroshima City designated garbage bag (to be bought by the resident), separated in accordance with the City's garbage separation chart, and placed at the garbage station in front of Building 11. The resident's name must be written on the bag.
- About landfill garbage, noxious garbage, and small "oversized garbage"(ball-point pen, toothbrush,etc) :
Please put them in the fixed trash box.(The cleaning staff collects it regularly.)



◆ Lounge rules

- We encourage you to use the lounge in each wing and the Japanese-style lounge in front of Building 11 as a place for interaction with other residents.
- The lounges can be used from 9am to 9pm.
- Please place a request with the Administration Office to use the lounges and the Japanese-style lounge in Types A and C.
- After you have used the lounge, please ensure that you return it to its original condition, clean, turn the lights out and lock the door (for Types B and D does not need to be locked).
- If there are any cases of loud noise late at night, lounges left messily, used exclusively by one person, private belongings left there, etc, the person involved will be called to the office and reprimanded. If there is no improvement in the person's behavior, that person may be restricted from using the lounge.

◆ Toilet rules

- Please keep the toilets clean and hygienic at all times.
- Please do not try to flush large amounts of paper down the toilet or anything other than paper (tissues, hair, etc), as the toilet may become blocked.

◆ Bathroom and shower room rules (excluding Type C)

- Please take care when putting hot water in the bath, because if the gas hot-water heater is ignited for more than 40 minutes the safety device will be activated, and the gas supply will be stopped. In such a case none of the gas devices will be usable and it will take some time to restart the gas connection.
- It is forbidden to leave personal possessions (shampoo, clothes, etc) in common areas.
- After using the bath please let out the water.
- Please do not wash hair pins or rubber bands down the drain as the drain may be blocked. It is polite to remove any hair, etc, from the drains after you have used the shower room.
※Please do not cut your hair and do not dye your hair in the bathroom or shower room.
- Please check to make sure that the ventilation fan is always on, to prevent steam or mold from developing.
Opening the windows and letting in some fresh air is another effective way to ventilate.
- Water and gas costs are shared by all residents. Please try to conserve water and gas.

◆ Laundry rules

- The laundry is managed by Fujikawa Kikaku (082-27-4115,090-9468-4115).
Please call one of the above numbers about breakages or cleaning.
- Many people use the laundry. Please take your clothes out as soon as they are washed. (please be aware that the person after you may take any remaining clothes out of the washing machine)
- Please do not leave washing detergent or clothes in the laundry.
Clothes or washing detergent left for long periods of time in the laundry will be taken out, and disposed of after a certain period in storage.

◆Kitchen rules (Types B and D only)

- The sink, gas cooker, microwave, refrigerator, kitchen cabinets, table, chairs, and plastic buckets are all shared equipment. Please make sure they stay clean and tidy.
- When storing things in the refrigerator, mark with your name and use before the expiry date. Please make efforts to keep the refrigerator clean by setting up opportunities for all residents on the floor to gather once every few months, to clean out the refrigerator and dispose of unneeded items.
- Please do not use cooking utensils or eat food in the refrigerator belonging to other residents without their permission.
- There is a box for each room set up in the kitchen shelves. Please use it to neatly store your cooking utensils, spices, etc. Anything that cannot fit in the box must be kept in your room.
- The table is a space for eating meals, so please do not leave your cooking utensils or garbage, etc. on the table. Anything left on the table will be collected and disposed of after a certain period in storage.
- Please put away cooking utensils, plates and anything you have used immediately after use.
- If you use the table please wipe it with a cloth.
- When using the gas cooker, please turn on the ventilation fan, and turn off the gas after use.
- Please make sure that you clean up any water, vegetables or garbage spilled during cooking.

One of the rules of communal living is that each person keeps the common areas in a state where they can be used comfortably by the next person to use them.

- If the gas warning alarm sounds, please contact the Administration Office immediately.

◆Garbage disposal rules

- Garbage must be separated in accordance with the Higashi Hiroshima City rules. (See Garbage Separation in the following pages), and thrown out in each separate category. Any garbage that is not separated will not be collected.
- In buildings other than Building 11, garbage is collected in plastic buckets in the kitchen and on the stairs. Please take the initiative to set a new garbage bag when the garbage is full.
※Please follow the instructions from each floor's Floor Meeting regarding garbage disposal.



B · D-type



A-type

Building No.1~10 : Put your trash into the plastic buckets 「燃やせるごみ」

Building No.11 : Put your trash in an orange garbage bag, and bring it to the garbage station. (Be sure to write your room number to the garbage bag.)

燃やせるごみ



燃やせるごみの出し方



台所ごみ

しっかり水切りをして新聞紙などに包む。



野菜・果物くず、残飯・卵のから、貝殻など



竹串

危険なため小さく折る。

作業員がケガをするといけないのでご協力ください。

ぶんこ

食用油

布又は新聞紙などにしみこませて出す。液体のままでは出せません。



布・皮革・ゴム製品

金属の板が入っている安全靴は燃やせない粗大ごみ。



衣類



靴下

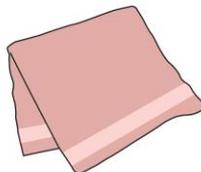


靴



かばん

持ち手が硬質プラスチック製のかばんは燃やせない粗大ごみ。



タオル



クッション



ぬいぐるみ

できるだけ空気を抜く。



ボール



ゴムホース

50cm以下に切る。

Building No.1~10 : Put your trash into the plastic buckets 「リサイクルプラ」

Building No.11 : Put your trash in a purple garbage bag, and bring it to the garbage station. (Be sure to write your room number to the garbage bag.)

リサイクルプラ

リサイクルプラの出し方

※リサイクルプラは二重袋にしないでください。



リサイクルプラとは？

商品を入れたり包んだりしているもので、中身を出したり使ったりすると不要になる「容器」「包装」類です。

このマークがついているものだけが対象です

※ふたやキャップ、発泡スチロールやシート状の緩衝材も容器包装類です。

ぶんこちゃんメモ

「容器包装リサイクル法」により容器や商品を製造・販売している業者には容器包装類のリサイクル義務があり、ブ
ラマークのついた容器包装類のリサイクルに係る経費を負担しています。



ぶんこ

カップ・パック・トレイ類



生鮮食品の白色トレイ

カップラーメンの容器

タマゴパック

▶ 白色トレイはスーパーなどの店頭でも回収しています

ポリ袋・ラベル・フィルム類



レジ袋・商品を包んでいたフィルム・飲料ラベル

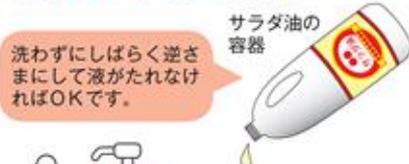
チューブ類

※洗にくいチューブ類はハサミで切るなど工夫をすると汚れの除去が簡単です。



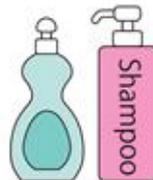
マヨネーズの容器・からしのチューブ

ボトル・キャップ類



洗わずにしばらく逆さまにして液がたれなければOKです。

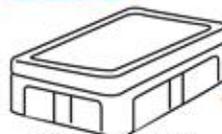
サラダ油の容器



シャンプー容器

ペットボトルのキャップ

その他



発泡スチロールの箱

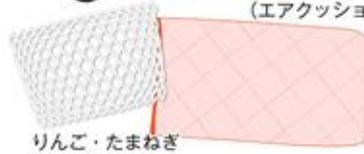
大きな発砲スチロールは小さく割って指定袋に入れてください。



薬の包装類



エアキャップ (エアクッション、ぶちぶち)



りんご・たまねぎなどのネット

②-2 リサイクルプラ

家庭系ごみ指定袋 (資源ごみ用)

リサイクルプラ

汚れのあるリサイクルプラの出し方

汚れの残ったリサイクルプラはリサイクルの支障となります。
次のような方法で汚れを落としてから出してください。



●どうしても汚れがきれいにならないものは「燃やせるごみ」で出してください。



マークがついていないプラスチック製品について

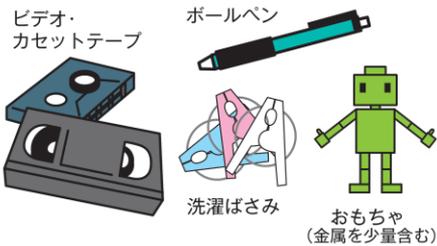
プラスチック製品で、それ自体を道具として使用するものはリサイクルプラではありません。
次の分別になります。

その他プラ

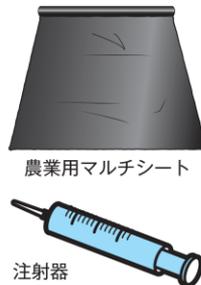
※リサイクルプラ以外のプラスチックのみの製品



燃やせるごみ



産業廃棄物



▶事業活動に使用されたものは、産業廃棄物に該当します。詳しくは、別冊子「事業系ごみブック」を参照してください。

家庭菜園の場合は「その他プラ」
汚れのあるものは「燃やせるごみ」

Building No.1~10 : Put your trash into the plastic buckets 「ペットボトル」

Building No.11 : Put your trash in a purple garbage bag, and bring it to the garbage station. (Be sure to write your room number to the garbage bag.)



ペットボトルの出し方



ペットボトル

ペットボトルの種類



PET

このマークの
ついているボトル容器
が対象です。



清涼飲料・
乳飲料など



しょうゆ・
しょうゆ加工品



酒類



ドレッシング
(ノンオイルのみ)

ペットボトルの出し方

①



キャップをはずす。

(キャップとラベルはリサイクルプラ。)

②



ラベルをはずす。

③



中をすすぐ。

④



できるだけつぶす。

この状態にして捨てる

Building No.1~10 : Put your trash into the plastic buckets 「その他プラ」
 Building No.11 : Put your trash in a purple garbage bag, and bring it to the garbage station. (Be sure to write your room number to the garbage bag.)

家庭系ごみ指定袋
 (資源ごみ用)

その他プラ



その他プラの出し方



紫色の指定袋で所定の時間までにごみステーションへ



プラマークの無い、
 プラスチック
 みの製品

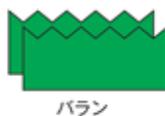
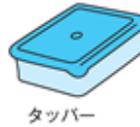
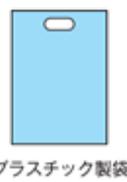
その他プラとは？

プラマークの無い、プラスチックのみでできたもの（容器包装プラスチック以外）です。

※金属や木・布等を含む複合品は、その他プラではありません。
 詳しくは、33頁以降の分別早見表をご確認ください。

例：容器包装ではなく、製品として販売されているもの

指定袋に入らない大きいものは「燃やせない粗大ごみ」として出してください。
 汚れが取れないものは「燃やせるごみ」として出してください。



Building No.1~10 : Put your trash into the plastic buckets 「ビン・缶」

Building No.11 : Put your trash in a purple garbage bag, and bring it to the garbage station. (Be sure to write your room number to the garbage bag.)

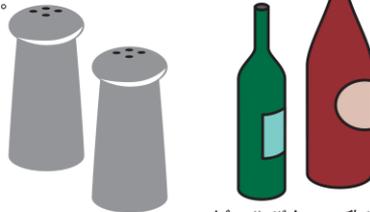
缶

紫色の指定袋で所定の時間までにゴミステーションへ



空きびん

中身を使いきって軽くすすぎ、キャップをはずして出す。
金属製のキャップもビン・缶。



調味料のびん

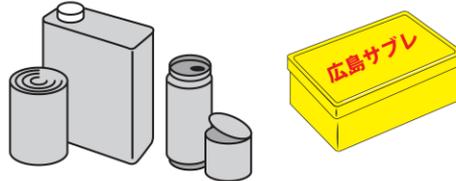
ビールびん・一升びん

へらすけさんからのひこと
ビールびんや一升びんなど、
そのまま再利用できるビン
類はなるべく購入店などに返
しましょう。



空き缶

※一斗缶以上の大きい缶は燃やせない粗大ごみ。



飲料缶、缶詰の缶、菓子の缶、
ペットフードの缶

▶ 資源回収推進団体報償金制度(77頁を参照)があります。

スプレー缶・カセットボンベ等

※ごみ収集車の火災やごみ処理施設の爆発事故につながらないよ
う、必ず使い切り、火気のない屋外で製品本体の説明に従って
ガスを完全に抜いてから出してください。



注意!

危険! 穴を開けないでください!



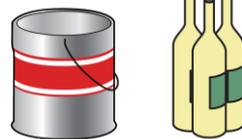
スプレー缶

カセットボンベ

その他

※必ず中身を使い切り、軽く
すすぎ。

塗料が固まってしまっ
た缶は燃やせない粗大
ごみ。



塗料の缶

油のビン

ぶんこちゃんからのお願い
ビンや缶の中に物はいれないでね。



⑥noxious waste hazardous waste

(Building No. 1~10)



(Building No. 11)



For small trash, put them in the fixed trash box.



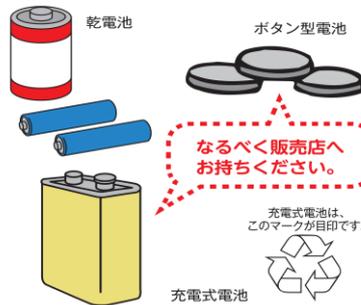
For large garbage, please bring them to the administration building.

有害ごみの出し方

オレンジ色の指定袋で所定の時間までにごみステーションへ
※乾電池と蛍光灯を同じ袋に入れて出す場合は蛍光灯が割れないように乾電池をポリ袋などに入れてから指定袋へ入れてください。

乾電池

乾電池は市役所本庁、支所、出張所に回収ボックスを設置しています。



蛍光灯・白熱球(LEDを含む)

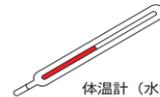
壊さずに出す。
紙ケースごとでも有害ごみ。
ガムテープなどで巻かないでください。



その他

電子体温計は燃やせない粗大ごみ。

▶ 使用済小型家電対象品目(23頁参照)



体温計(水銀式)

危険ごみ

危険ごみの出し方

オレンジ色の指定袋で所定の時間までにごみステーションへ
※指定袋が破れそうな場合は、新聞紙で包むかポリ袋などを内袋にして二重袋にするなど、破れないように工夫してください。

ガラス類

※指定袋に入らないものは、燃やせる粗大ごみ(19頁を参照)



ガラス食器・ガラスコップ



ガラス製ふた



果実酒をつくるびん

陶磁器類

※指定袋に入らないものは、燃やせる粗大ごみ(19頁を参照)



陶磁器製食器



土鍋



種木鉢

プラスチックのみでできたもので、指定袋に入るものは「その他プラ」指定袋に入らないものは「燃やせない粗大ごみ」(22頁を参照)

カミソリ類

カミソリ



新聞紙に包むなどして安全な工夫をして「ケケン」と書いて出す。



T字カミソリ

刃物類



包丁

はさみ

ちなみに...

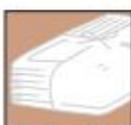
土と石は廃棄物ではありません。市の施設では受け入れできません。処理が必要な場合は民間の残土処分場にお問い合わせください。

| 名称 | 電話番号 | 住所 |
|-------------------|--------------|----------------------------|
| 南トラスト 残土リサイクルセンター | 082-426-1120 | 〒739-0022 東広島市西条町上三永348-14 |
| 光福産業㈱ 西条営業所 | 082-490-0083 | 〒739-0036 東広島市西条町田口20-16 |

(令和3年3月末現在)

⑦ Newspapers, Magazines and cardboard boxes (folded), etc.

Please bring them to the corrugated cardboard place point of administration building by yourself.
(Cardboard boxes must be folded)



ひもで結束

新聞の出し方

新聞は八ツ折にして高さ20cmくらいに束ね、ひもで十文字に縛って出してください。
※ガムテープや袋などは使わないでください。



高さ20cm
くらいまで

新聞 (折込チラシ含)

- 新聞紙、ウィークリー情報誌 (プレスネットなど) 折込チラシ
- ※折込チラシのみの場合は新聞の日には収集しません。(雑誌・雑がみの日に出してください。)
- ※ホッチキスどめの折込チラシは雑がみで出してください。



ひもで結束

雑誌・段ボールの出し方

高さ20cmくらいに束ね、ひもで十文字に縛って出してください。
※雑誌類と雑がみは一緒に束ねて出せます。
※ガムテープや袋などは使わないでください。

雑誌・本類

- パンフレット類
- ノート、教科書など
- 週刊誌、マンガ本、単行本、文庫本などの書籍類
- 辞典、百科事典

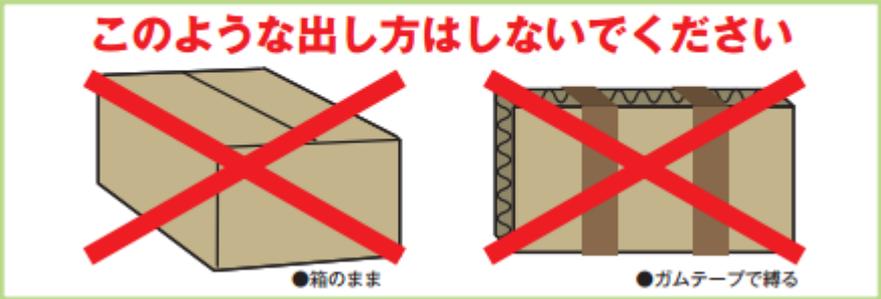
- ※雑誌やパンフレットを綴じてあるホッチキスはとらずにそのまま出せます。
- ※クリップなどの金具やプラスチック類 (プラスチック製の付箋倉)、付録のCD、ビニールカバーはとりはずしてください。
- ※アルバムなどビニール加工されたものは燃やせるごみで出してください。



雑誌類

ダンボール

- 断面が波状 MM になっているもの
- ※50cm四方以下を目安にたたんで紐で縛って出してください。
- ※厚紙と一緒にしないでください。(厚紙は雑誌や雑がみと結束して出してください。)



※ダンボールは「燃やせるごみ」では出さないでください。
※ダンボールの中に物を入れてごみに出さないでください。

⑧燃やせる・燃やせない粗大ごみ

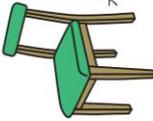
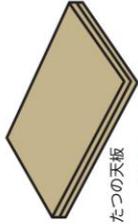
* Bring them to the warehouse next to Building 11 between 8:30-16:30 by yourself.
 Not allowed at night. May be discarded only during occupancy.



燃やせる粗大ごみの出し方

180cm x 100cm x 200cm以内

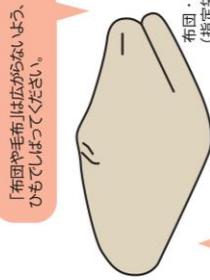
木製家具類



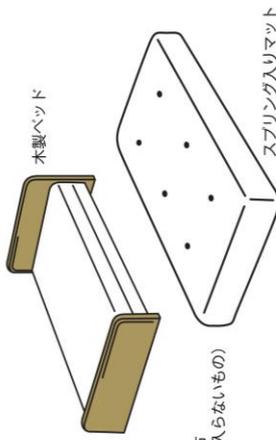
たんすや机、戸棚の中に物を
入れて出さない

電気スタンドは取りはずして「燃やせない粗大ごみ」で出す。電球や蛍光灯は「有書ごみ」

寝具類



「布団や毛布」は広からぬよう、
ひもではってください。

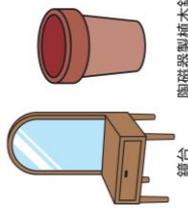


「布団・毛布
(指定袋に入らないもの)」

ガラス類、陶磁器類、鏡類 (指定袋に入らないもの)

※ 指定袋に入る大きさのものは、危険ごみ

リアフォームの場合、施工業者に処理してもらってください。

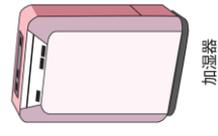
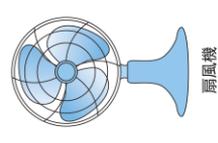
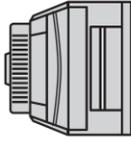


燃やせない粗大ごみの出し方

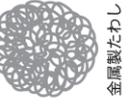
150cm x 120cm x 200cm以内

家電製品類

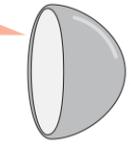
各リサイクル法対象品を除く ▶ 詳細は65頁を参照
 市役所、支所、出張所で使用済小型家電の回収を行っています。 ▶ 詳細は25頁を参照



金物類

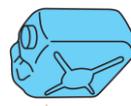
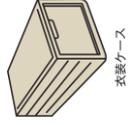


プラスチックのみ
でできたものは
「その他プラ」
ガラス製は
「危険ごみ」



ガラス製の蓋は「危険ごみ」
間違えやすいので注意!

便器プラスチック製品類 (指定袋に入らないもの)
 指定袋に入るものは、「その他プラ」で出してください。



中身は抜いて
空にする。



その他

Expenses

- The following expenses will be incurred for one month's stay at the dormitories.

Expenses can be paid by bank transfer on the 12th of each month (or when the 12th falls on a weekend or holiday, on the following working day), from the Yucho bank account that was notified when you moved in to the dormitories.

※There will be no bank transfer for the month that you move in. Two months worth of expenses will be paid next month.

- Please make sure that you put enough money in your account by the day before the bank transfer day, to ensure that payment is not defaulted because of lack of funds.
- If the bank transfer cannot be made, please bring the amount in cash directly to the Administration Office by the designated date.

◇ Boarding fees

※There will be no per diem-based calculations, even if a resident leaves in the middle of the month.

| | |
|--|------------|
| Type A (Buildings 1, 2, 3, 4, 7, 8, 9) | 7,500 yen |
| Types B and D (Buildings 5, 6, 10) | 4,700 yen |
| Type C (Building 11) | 15,000 yen |

◇Common expenses (2019/5/1~): Costs required for residents' garbage treatment, cleaning costs for common living areas, etc.

※Costs for common expenses may be revised.

※There will be no per diem-based calculations, even if a resident leaves in the middle of the month.

| | |
|--|-----------|
| Type A (Buildings 1, 2, 3, 4, 7, 8, 9) | 1,900 yen |
| Types B and D (Buildings 5, 6, 10) | 2,000 yen |
| Type C (Building 11) | 1,200 yen |

◇Utilities

Utilities fees used by residents when they are living in the dormitories (fees for lighting, heating and water used in the rooms, wash areas, toilets, bathrooms, kitchen, etc) will be charged to the residents in line with their level of usage, as a combined amount for personal use and common use portions (allocated among residents).

※If a resident leaves in the middle of the month, there will be a per diem calculation and the amount charged will be collected in cash.

Delays in payment of accommodation fees impact the running of the dormitories. Please complete all payments before the end of each month.

A reminder will be sent when payments are not made, but if a resident does not pay for more than three months s/he will be evicted.

(It costs 10yen to paid a bank transfer.)

Washing machine and dryer fee is 2,000 yen per person per month plus transfer fee (a few yen). (This will not be charged if you move out in the middle of the month.

When you encounter problems

If you have a problem or would like to discuss something, please contact the following numbers:

- ◆ Routine issues in the dormitory (lost keys, broken equipment, etc), or the discovery of a suspicious person or object

Administration Office (caretaker: 8:30am – 5pm, guard: 5pm – 8:30am)

Tel: 082-424-6148 or 080-5759-3060

- ◆ Theft

Please contact the police, then the Administration Office.

Police 110

Police box in front of Hiroshima University 082-421-5353

* Reference Information *

Kyukyu Iryo Net HIROSHIMA

<http://www.qq.pref.hiroshima.jp/qq34/qqport/kenmintop/>

On this site you can search for available hospitals.

In case of sudden illness or injury

- ◆ How to get to the hospital

<If you can get to the hospital by yourself>

- If you do not know where the hospital is, ask at the Administration Office.
- Go to the hospital by taxi.

<If you cannot move by yourself>

- To call an ambulance yourself, dial 119, say “Kyukyusha onegai shimasu” (please send an ambulance), give your address, name, telephone number and explain your current condition.

You can also call the Administration Office and request that an ambulance be called.

- ◆ Infectious diseases

If there is an outbreak of an infectious disease in the dormitories, a notice will be posted immediately on the bulletin board on the 1st floor of every building and on Momiji and Ikenoue Student Dormitories home page. Please pay close attention to the information posted.

If you are infected, please report to the Administration Office and follow instruct.

Emotional issues

It is easy to become emotionally unstable when starting in a new environment such as a dormitory or university. Please contact us promptly if you find you have any emotional issues, such as having difficulty sleeping, loss of appetite, lack of enthusiasm, or a recent increase in stress levels.

1 Preventing emotional issues

To prevent emotional issues, it is very important to obtain knowledge and learn methods of prevention while you are in a healthy state.

2 Consultation on emotional issues

Health Management Center, Counseling, Mental Health (4th floor, Students' Plaza)

Tel: 082-424-6186 or 082-424-6187

The Center is closed after 5pm and on weekends and holidays.

In case of fire, earthquake or other natural disasters

Check the location of emergency exits and fire extinguisher to ensure that you are able to act quickly when there is a fire or earthquake. If a natural disaster does occur, please stay calm as you take action. Protecting human life is the utmost priority at such times.

◆Fire

Case A : A fire alarm sounds

①Put out the fire with the nearest fire extinguisher

②If the fire does not die down, crouch down low and evacuate.

Case B : A fire alarm has not sounded

①Call the Administration Office to inform of the fire, saying "Kaji desu" (there is a fire).

②Press the button on the fire alarm apparatus ⇒ Case A

◆Earthquake

①Put out any fire in your room or the kitchen, and cover your body by crouching under a table, etc.

②Keeping your body against the wall of the corridor, proceed along the evacuation route, taking care to avoid pieces of broken fluorescent lights, etc.

③If there is a fire or any other danger in around you, evacuate using the emergency stairs.

◆Wind and floods

• Pay attention to strong wind warnings on the television and radio, and follow the instructions given.

• Bring into your room any objects on the verandah that may fly away, and stay inside as much as possible.

• You can alleviate any damage from flying objects by closing your curtains.

• Please close any windows in common areas that are open (corridors, lounges, etc).

When leaving the dormitory

1. Advance procedures

Residents will be notified approximately 2 months before their residency permit expires. Please submit notice that you will be leaving to the Administration Office by **1 month before the date that you plan to move out** (the form can be downloaded from the home page or is available at the Administration Office).

- Accommodation fees, common expenses and utilities for the month that you move out must be paid in cash.
- Any disposal of refrigerators, televisions or other recyclable home appliances is fee-based according to law.

Please contact the store from which you bought the appliance or Hiroshima University Seikyo Kita1 Corp (082-423-8285).

※The dormitories cannot dispose of any such articles on your behalf.

- It might be conducted “Pre-Inspection” 2 months before the end of residence period.
- Please dispose of bicycles on your own.
- Please take all trash from your move-out to the trash station by yourself.

2. Day of inspection

- On the inspection day, the resident will pay the accommodation fee and utility fee (all fees that are unpaid) to the office, have the room inspected in his/her presence by the caretaker, and if permission is granted will return the key and is then free to leave.
- The inspection is comprised of a check of whether or not the installed equipment is there, a check of equipment operations, and a check of the cleanliness of the room.

The office will provide documents on the details when you submit your notice of leaving.

- **Residents must order contractor cleaning when they move out. (Roughly 10,000 yen to 17,000 yen)**

- If expenses are incurred for repair of equipment, etc, the resident will be billed when leaving or after moving out.

The resident does not need to pay the costs incurred for repairs for wear and tear of the room resulting from daily use. However, **the resident will also be billed for repair costs** in cases where there is damage or peeling away of walls, ceiling, windows, etc, or burns on tabletops, **which are the fault of the resident.**

Please make sure you dispose of (or transfer) any personal equipment (futons, electrical appliances, bicycles, motorbikes, etc) prior to moving out so that they are not left at the dormitory when you move out.

3. Eviction (important)

An eviction notice will be issued to any resident who falls into the following categories:

- No longer has student status
- **Fails to pay the required expenses, such as accommodation fees, common expenses or utilities, for more than three months**
- Does not pay damages
- Is recognized to be unsuited for communal living due to reasons of health or hygiene such as disease, etc.
- Has received permission to take long-term leave from studies, or has been suspended from studies on a long-term basis
- Has behaved in a way that clearly disrupts the order of the student dormitories
- **Has behaved in any other way the clearly obstructs the management and operation of the student dormitories**

Living in the community

※The organizations indicated below are purely for your information and do not have any particular affiliation with the university. Please be aware that some of the information may have changed.

◆Medical organizations in the vicinity of the student dormitories

| Name of medical organization | Departments | Tel | Reception and consultation hours | Closed |
|---|---|--------------|---|--|
| Prefectural Rehabilitation Center Saijo-cho, Taguchi 295-3 | Orthopedics, dentistry, urology, etc | 082-425-1455 | Hours differ for each department so please check in advance | Weekends and holidays |
| Ohmori Orthopedics Saijo-cho, Jike 1633 | Orthopedics | 082-423-5885 | 9:00-13:00 15:00-18:00 (Sat 8:30-13:00) | Sun, holidays (afternoon) Thurs, Sat |
| Kadosawa Clinic Saijo-cho, Shitami 6-10-4 | Internal medicine, respiratory diseases | 082-422-0980 | 8:30-12:00 14:00-18:00 | Sun, holidays (afternoon) Thurs, Sat |
| Hirodaimae Hifu Clinic Saijo-cho, Shitami 4471-2-103 | Dermatology, internal medicine | 082-493-5650 | 9:00-12:30 15:00-18:30 (Sat: Until 17:30) | Sun, Thurs holidays |
| Nikaido Ganka hospital Saijo-chuou, 3-5-38 | optometrist | 082-421-1110 | 9:00-12:30 15:00-18:00 (Thurs&Sat:Until 12:30) | Sun, Wednesday holidays, (afternoon) Thurs, Sat |
| Honda Dental Clinic Saijo-cho, Shitami 6-10-3 1F | General dentistry, orthodontics | 082-421-3200 | 9:00-12:30 14:00-18:30 | Sun, holidays, |

- ◆Higashi Hiroshima City Hall
082-422-2111 (switchboard)
- ◆In case of incident or accident
110
- ◆To report a fire, call an ambulance
119
- ◆Hiroshima Inochi no Denwa (Hiroshima Lifeline)
082-221-4343
- ◆Police box in front of Hiroshima University
082-421-5353
- ◆Student Dormitories Administration Office
082-424-6148
- ◆Taxi companies
Daigaku Taxis 082-425-5000
Higashi Hiroshima Taxis 0120-33-1260
Saijo Taxis 0120-21-2526
Hachihonmatsu Taxis 082-428-0023

You should decide on a regular doctor for peace of mind when you need one!

