

Hiroshima University Study Abroad Program

H U S A

INFORMATION FOR NEW STUDENTS



Revised in May 2019

Greeting from HUSA Program Director, Dr. Naomi Tsunematsu

Dear Prospective HUSA students,



I am Naomi Tsunematsu, an associate professor in the Morito Institute of Global Higher Education. It has been a great pleasure to have been working for the HUSA Program since April 2003, and having met all the HUSA students. I will be your academic adviser while you study at Hiroshima University.

I did my B.A. at Hiroshima University, M.A. in the USA, and Ph.D. in Australia. It is my pleasure to dedicate to the HUSA Program my study and work experiences overseas where I met people from all over the world. I am looking forward to meeting you all at Hiroshima University and working together to make your experiences here fruitful and enjoyable.

I hope this guidebook will help you to prepare yourself for your trip from home to Hiroshima University and to settle down here. If you have any inquiry on academic matters of the HUSA Program, please contact me via email or telephone. Reminder: I only speak two languages: **Japanese** and **English!**

You can also get most of the information in this guidebook and information on the HUSA Program at the HUSA homepage:

<https://www.hiroshima-u.ac.jp/en/husa>

Also, you can find the detailed information on my courses and research at my research homepage below. I hope you will have a nice and safe trip to Hiroshima. All the staff members of the HUSA Program are looking forward to seeing you soon.

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How do I get there?

Now that you have been accepted to the HUSA program, your first question will probably be, “How do I get there?” We’ll tell you later where you will end up, in this section you’ll find information and advice about how to get to Hiroshima and the preparations you should take.

Preparing for Departure

In order to come to Japan, you have to go through quite a lot of formalities as it involves a number of organizations (Immigration authorities, your university, and Hiroshima University to name a few).

We are trying to simplify procedures as much as possible, but unfortunately many are beyond our control. There will definitely come a moment that you are totally fed up with filling in forms you do not understand, but perhaps you can find consolation in the thought that everybody has to go through it.

Passport

When you go abroad, needless to say, you must have a valid passport issued by the government of your home country. The process for receiving a passport may take a long time. It is recommended that you apply for a passport from your government as soon as possible to ensure that you can leave your country as scheduled.

Visa

Once you have obtained your passport, you need to go to the Japanese Embassy or Consulate in your country and apply for a VISA.

You will need at least the following documents when applying for your Student status VISA:

1. Copy of Certificate of Admission to Hiroshima University.
2. Certificate of Eligibility (Issued about two months before arrival)
3. Passport photos
4. Your passport

Please ensure that you apply for a “student” VISA. It is a very complicated process to get your status changed and in some cases it is not possible to change.

For the details, please refer to the homepage below.

https://www.hiroshima-u.ac.jp/en/international/admissions/admission_guide/residentstatus

Air Ticket

It is up to you to make the necessary arrangements for travel to Japan. Please be reminded that HUSA does not make your travel-arrangements for you. However, students are expected to submit the **Travel Information Form** to inform the traveling schedule to the International Exchange Group by Online Form. The travel information form will be sent to your university. You will be able to receive this form from your university’s Exchange Program Coordinator before the departure date.

It will be easier for you to arrive at Hiroshima Airport on the designated date since the staff or the student will pick you up at

the airport. You will have to come to the campus by yourself if you arrive here on other dates.

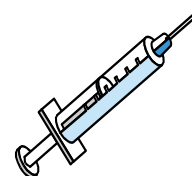
Money

If you are a JASSO scholarship-recipient, please be reminded that it will take about a month before you receive your first monthly allowance. You should have enough money to pay for all necessary expenses in Japan such as transportation fees, accommodation, food etc. HUSA will not and cannot give additional financial assistance to students. It is advisable (where possible) to have some money exchanged into Japanese currency before you arrive. However, there are money-changing facilities available at the Airport.



Vaccinations

Consult with the Japanese Consulate in your home country to determine whether you require any vaccinations to travel to Japan and whether you will require an 'international certificate of vaccinations'. Quarantine officers may inspect you at your departure and entry ports so please ensure you undergo vaccinations where they are applicable. Students from Australia, Canada, USA, and British Isles will not require any vaccinations.



Travel Insurance

It is advisable to have travel insurance, just in case something happens to you or your luggage on the way to Japan. However, you will have to pay for this yourself.

The following items are the necessary documents and items you will need before coming to Japan. They are very important, so please read the checklist below to make sure that you have prepared everything.

- | CHECKLIST | |
|--------------------------|-----------------------|
| <input type="checkbox"/> | VALID PASSPORT |
| <input type="checkbox"/> | VISA (Student Status) |
| <input type="checkbox"/> | AIR TICKET |
| <input type="checkbox"/> | PHOTOGRAPHS |
| <input type="checkbox"/> | MONEY |
| <input type="checkbox"/> | TRAVELLER'S INSURANCE |



Email

Email has become a very important tool of communication for many, and in the HUSA program this is also the case. As soon as you arrive at Hiroshima University, you are requested to open **Hiroshima University email account**.

Buying goods for your dorm-room from last year's students

Please be reminded that the dormitory cannot keep any goods and items from previous students for newly coming students. HUSA staff is unable to take any responsibility for exchange of goods or loss of the goods, etc.

We have had students paying significant amounts of money for secondhand goods they had never seen and after arrival students discovered that the items they had bought were not worth a portion of the money they paid for it.

Accompanying Baggage

Checked Baggage

In general, check-in baggage is explained by using the following measurements.

- The **"weight concept"** defines the **amount (weight)** of baggage entitled by the passenger's ticket in kilos. For example, an economy class passenger may be entitled to check-in 23 kilos of baggage and a business class passenger to 32 kilos.
- The **"piece concept"** defines the number of bags entitled by the passenger's ticket. Generally, two pieces of checked baggage are allowed to check-in per passenger, each piece weighing no more than 23 kilos (50 lb) and measuring no more than 158 cm (62 in) by adding the 3 dimensions: height + width + length.

The "piece concept" is generally in use on flights within, to and from Canada and the United States.

(Info courtesy of IATA)



If you bring baggage over the above mentioned limit, you might have to pay some excess weight charges.

You should only bring things, which are necessary for the time being. If you are arriving in September, it is still nice and warm, so no need to bring winter clothes yet. Once you are settled in, you can get necessary items sent from your country, or you can buy suitable ones in Japan.

Unaccompanied Baggage

If your baggage exceeds the limit, you can decide to send excessive baggage separately by air or sea cargo, but you have to pay for it yourself. The cost and time it takes for delivery will depend on how you chose to send it. Be aware the excessive baggage by plane can be costly and complicated (One time one airline company requested AU\$400 for the overweight of the luggage in Melbourne airport in Australia!) We have no facilities for temporarily storing baggage before your arrival. If you wish to send luggage by mail, please make sure that it will arrive here after your arrival.

What to Bring with You

Think carefully about what you might need during your stay in Japan, remember the limitation of checked baggage, so bring only essential things with you. The following items should definitely be part of your luggage:

- Hand Baggage: Valuables, documents (see the checklist), this brochure, medicine, money, traveler's cheques
- Accompanying Baggage; Clothes, toiletries, daily necessities, Japanese dictionary, reference or textbooks you think you will need.

What to Send After Your Arrival

Clothes that are out of season (In September temperatures are still quite high, so no need to bring your winter-coat with you.), dictionaries and textbooks you do not need immediately. You may not be able to use such things as electrical devices, depending on the facilities in your accommodation and the kind of appliances (Voltage is 100 Volts at 60 hertz). So check beforehand whether you can use an appliance abroad. Of course there are plenty of electrical appliances to buy in Japan. It will be possible to find relatively cheap ones at discount shops or recycle centers.

Customs Regulations

Your goods even if they are for personal use during your stay in Japan, will probably be examined at customs and according to the quantity or contents of the goods, some of them may be subject to duty. In Japan, law prohibits possession of the following goods. Make sure that you have nothing with you which contravenes this law or you will be strictly punished and your scholarship will be revoked.

PROHIBITED ITEMS
1. Stimulants, marijuana and any other illegal drugs
2. Firearms and Swords
3. Pornography (books/videotapes)*
4. Articles which infringe upon patent rights. (counterfeits)



** Note that this includes foreign editions of widely known magazines*

If you bring animals or plants (including seeds and fruits) into Japan, you must go through quarantine. As there are lots of prohibited/restricted items, please check the belongings you intend to bring with you. Or even better, do not bring any animals, plants, seeds and fruits at all, not even an orange to eat during your travels.

Students Accompanied by Family

As there are few facilities for students to live with their families in Japanese universities, most of such students have to look for private accommodation. (Housing for such students, however, is quite difficult. See section on housing). Therefore, we recommend that you come alone first and have your family come over later after you have secured suitable accommodation. If you intend to have your family come to join you in Japan after your arrival, get in touch with the real-estate agent at the University CO-OP to help you look for private accommodation. Be aware however, you will have to complete procedures such as signing the contract and shifting your belongings by yourself.

In addition, in order to enter Japan, your family must go through the complicated formalities for passports, visa, etc. You will also have to organize these yourself by contacting the Japanese Embassy, Consulate or Diplomatic Mission in your country.



Entry Procedures

The procedures usually followed at the airport are as follows. I would like to warn you however that a clean appearance is appreciated, as is everywhere in Asia. If your appearance is scruffy and you travel in ragged clothes do not be surprised that you will have to undergo a thorough inspection.

a) Immigration Inspection:

Your passport and Certificate of Eligibility for Status of Residence will be checked, and your residence status and your period of stay will be decided. (Usually a formality)

At Narita, Haneda, Chubu, Kansai, Shin-Chitose, **Hiroshima** and Fukuoka Airports, besides having a seal lading verification stamped in their passports, mid-to long-term residents will be issued a residence card.

At other ports of entry/departure, a seal of landing verification will be stamped in the passport and the following description will be made near the stamp. In this case, a residence card will be issued after a mid-to long-term resident follows the residency procedure at the municipal office of the city/town/village. (Basically, a residence card will be mailed by the Regional Immigration Office to the reported place of residence.)

b) Baggage Claim:

After passing through immigration, pick up your baggage at the baggage claim. If you cannot find your baggage, contact the airline staff. Follow their instructions and as soon as they locate your baggage, it will be sent to you.

c) Customs Clearance:

Customs officers will ask you some questions such as where you have come from and the purpose of your visit to Japan. In many cases they will leave it here but sometimes they will want to check your personal belongings. If you happen to possess, for example, alcoholic beverages or cigarettes valued above the fixed amount, you are liable to be taxed. Unaccompanied baggage should also be declared.

Arrival at the Airport

Once you have arrived at an airport and you have been cleared by Immigration and Customs, the next step is to find your way to Hiroshima. You can take a domestic flight to Hiroshima either from Narita Airport (2 flights per day) or Haneda Airport (18 flights per day).

a) Narita-Hiroshima

Please proceed to a terminal to connect Narita-Hiroshima flight by Spring Japan or IBEX / All Nippon Airways.

If you decided to take a domestic flight from Haneda Airport, you will have to take the limousine bus service to Haneda Airport, which takes approximately 75 minutes and cost JPY3,100.

b) Haneda-Hiroshima

Please proceed to a terminal to connect Haneda-Hiroshima flight by JAPAN AIRLINES (JAL) / All Nippon Airways (ANA).

Hiroshima Airport (<http://www.hij.airport.jp/english/>)

If you arrive from abroad, proceed to the Immigration, pick up your luggage, and then proceed to the Customs. The HUSA provides the pick-up service at International Arrival Lobby of Hiroshima Airport only on a designated date in September. If you have arrived from Narita or Haneda, you will be arriving at Domestic arrival. Please pick up your luggage and proceed to Domestic Arrival Lobby. There will also be somebody to greet you there.

Kansai International Airport (<https://www.kansai-airport.or.jp/en/>)

Unfortunately, there is no flight between Kansai Airport (Osaka) to Hiroshima. You have to take "HARUKA", a rapid train, from Kansai International Airport to Shin-Osaka Station, which takes about one hour, and then transfer to "Shinkansen" (a bullet train). You do not need to make prior reservations for Haruka or Shinkansen since these trains run very often. Please visit JR ticket office at JR Kansai International Airport station to purchase tickets.

To come to Higashi-Hiroshima, you could do either 1) or 2) of the following.

1) Take Shinkansen (HIKARI, NOZOMI, Hikari RAIL STAR, MIZUHO or SAKURA) from Shin-Osaka station to Hiroshima

station, and transfer to local train bound either “Shiraichi” or “Okayama” at Hiroshima station and get off at SAIJO station. It will take about 90 minutes from Shin-Osaka to Hiroshima, and 40 minutes from Hiroshima to SAIJO station. Then you can take bus from SAIJO station to Hiroshima University, which takes about 15 minutes.

- 2) Take Shinkansen from Shin-Osaka station to Higashi-Hiroshima station. To get to “Higashi-Hiroshima” station, you need to change the types of Shinkansen from a Super express train (HIKARI, NOZOMI, or Hikari RAIL STAR) to a local express train called “KODAMA” at either “Okayama” station or “Fukuyama” station. From Higashi-Hiroshima station, you could take a taxi to Hiroshima University, which takes about 15 minutes and cost around JPY3,000. (Bus is also available but only leaves at a few times on weekdays)

Fukuoka Airport (<http://www.fuk-ab.co.jp/english/>)

You can take a taxi (or take free shuttle bus from International Terminal to Domestic Terminal and then take subway) to Hakata station, which takes 15 minutes and cost around 2,000 yen. Also you can take the Fukuoka City Subway to Hakata Station, which takes only 5 minutes. Then purchase Shinkansen ticket at Hakata station, either to Hiroshima station or Higashi-Hiroshima station, and follow the same instructions under Kansai International Airport, 1) or 2). (For 2, you have to transfer to “KODAMA” at Hiroshima station.)

Shipping Your Luggage

You may want to send your luggage from the Airport to the dormitory if you know your room number. This service costs about 2,000 yen for a 20-kilo suitcase and it usually takes about two to three days to deliver your luggage. This service saves you the effort of dragging your luggage between the Airport and Hiroshima but cannot be done if you do not have an address where you will be staying. To send your luggage, ask airport staff for the nearest *Takyuubin* counter.

Dormitory address:

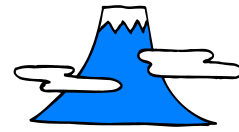
Ikenoue Gakusei Shukusha Building # - Room #
Kagamiyama 2-812-62
Higashi-Hiroshima City
739-0046 JAPAN

When to Contact the HUSA staff

If you have missed a flight you had previously informed the International Exchange Group, please call the office and inform your new arrival time at Hiroshima Airport so that we can track down where you are. If you have been able to check in for the flight according to your schedule there is no need to call. You can reach us at 082-424-6188 (International Exchange Group).

Where am I going?

A bit of information about the place you will be staying for the coming year.



Hiroshima Prefecture (<http://www.pref.hiroshima.lg.jp/site/english/>)

Hiroshima Prefecture is situated on the Seto Inland Sea, in an environment richly endowed with natural benefits and scenic beauty. The Sea yields fish, oysters, seaweed and other marine products. The northern part of Hiroshima is a mountainous region with many kinds of traditional entertainment such as “Kagura”, sacred music and dance as well as offering a large variety of fruits. People can enjoy marine sports in the summer and skiing in the winter.

Hiroshima City (<http://www.city.hiroshima.lg.jp/english/>)

Hiroshima City is located in the western part of Hiroshima Prefecture facing the Seto Inland Sea. In recent years, there has been remarkable industrial development in and around Hiroshima City, and today the population is approximately 1,200,000.

The city was devastated by an Atomic Bomb in 1945, but its present prosperity is the result of energetic reconstruction. Besides the famous Atomic Bomb Dome there is very little that reminds you of the devastation.

Those of you who might wonder whether there is still a radiation problem, the answer is no, as the bomb that was used in those days is dwarfed by bombs presently available.

Higashi-Hiroshima City (<http://www.city.higashihiroshima.lg.jp/>)

Higashi-Hiroshima City, where the main campus is located, is situated in a basin about 30 kilometers east of Hiroshima City and is famous for its sake brewing. The city is being developed as a “campus city” after the relocation of Hiroshima University, and today the population is approximately 190,000.

Its natural environment creates a suitable environment for students to study.

Hiroshima University (<https://www.hiroshima-u.ac.jp/en>)



Historical Background

Hiroshima City, where Hiroshima University was originally located, was the first city to be devastated by an atomic bomb in 1945. After this destruction it was said that nothing would grow for seventy years, not even a blade of grass or a tree. But, the city has been reconstructed as an “international peace city”.

Before the War, educational facilities comprised Hiroshima University of Literature and Science (founded 1929), Hiroshima Higher Normal School (founded 1902), Hiroshima Women’s Higher Normal School (founded in 1945), Hiroshima Normal School (founded in 1874) and Hiroshima Normal School for Youth, (founded in 1944), and the city was, with Tokyo one of the principal centers of teacher-training and educational research in Japan. In addition to these institutions, The Hiroshima Higher School (founded in 1923), the Hiroshima Higher Technical School (founded in 1920) and the Hiroshima Municipal Higher Technical School (founded in 1945) were also located in Hiroshima and had contributed to training in various fields.

When the postwar educational reforms began, these schools were integrated with Hiroshima University of Literature and Science as the center, and in 1949, they began life afresh as the new national Hiroshima University. In 1952, the Hiroshima Prefectural Medical College was integrated with Hiroshima University making the University a truly comprehensive university.

Presently, Hiroshima University consists of 12 faculties (Integrated Arts and Sciences, Letters, Education, Law, Economics, Science, Medicine, Dentistry, Pharmaceutical Sciences, Engineering, Applied Biological Science, a number of graduate schools, research institutes and other centers. Hiroshima University is one of the biggest National Universities in Japan, with an enrollment of about 16,000 students.

The University had several campuses in various parts of the prefecture. In 1973, an epoch making decision that aimed to bring together the then scattered campuses into one new campus was made. The construction for the new campus was started in 1979. The first of the faculties to be relocated at the new campus was the Faculty of Engineering. This move was made in March of 1992. After that time 8 other faculties have moved to the new Higashi Hiroshima Campus, leaving only the Faculty of Medicine and the School of Dentistry in Hiroshima City.

The University is one of the main academic centers in Western Japan and attracts students from all over Japan. Beside the 11 faculties and schools, there are 11 graduate schools that offer master’s and doctoral degree courses: Letters, Education, Social Sciences, Science, Advanced Sciences of Matter, Engineering, International Development and Cooperation, Integrated Arts and Sciences, Integrated Science for Life, Biomedical and Health Sciences and Law .

As higher education in Japan is currently undergoing far-reaching reforms, Hiroshima University is striving hard to secure its place among the top universities in Japan and pursue its five guiding principles: - the pursuit of peace, the creating of new forms of knowledge, nurturing well-rounded human beings, collaborate with the local, regional and international community and continuous self-development.



Who will I meet?

You might wonder what kind of people you will meet during your stay in Hiroshima. This will of course be different for each student, but one thing is for sure; you'll meet many different people and make new friends.

Who will you meet first in Hiroshima? That will probably be staff from the International Exchange Group.



The Academic Adviser (& HUSA Program Director)

In the HUSA Program Dr. Naomi Tsunematsu (Associate Professor of Morito Institute of Global Higher Education) is mainly in charge of incoming international students and outgoing Japanese students (Dr. Taiji Hotta also supports HUSA). She teaches classes including Japanese language classes (Level 2) and courses taught in English for HUSA students, in addition to other courses she teaches in graduate programs and other academic programs. She will also help you in the HUSA Program Orientation and other academic matters. Dr. Tsunematsu has been trying to be in her office except the teaching and research hours for HUSA students, however, please be notified that she is also in charge of other academic and educational matters not only at Hiroshima University but also outside of University. She also travels overseas and also within the country to attend academic conferences, holding seminars, etc. For the details, please refer to her Research/Education Homepage.

<http://home.hiroshima-u.ac.jp/ntsunema/index.html>

The HUSA Students

HUSA students come from all over the world and they also come with various kinds of academic backgrounds. Some are arts major, and some are science major. Some students have just started their university career, while others are in the later stages of their graduate work. We have students who have just turned 19, but we have also students enrolled in doctoral degree. Thus, the HUSA Program contains diverse students academically and culturally.

You'll probably get to know most of your fellow HUSA students quite well; you will share dormitories or probably see each other in class. HUSA organizes some orientation activities in the first month after arrival to get to know other HUSA students. We recommend you to make efforts to get to your fellow HUSA students, they will have many of the same experiences and frustrations that you may have. Sharing experiences and frustrations can be very positive and enable you to deal with life in unfamiliar circumstances. You might feel the tendency to stick with people from your country; however, becoming friends with HUSA students from other countries can be very enriching.

The Lecturers

Teaching styles can be different from the styles you are used to in your country, depending on the professor. Some classes can be lecture style, and some can be more interactive.

The Japanese Students

You'll meet Japanese students at various locations and occasions: - in class, on campus, at clubs etc. You'll discover that despite the fact that most of them have studied English from the age of 13, many are not able to make a decent conversation in English. But despite that, many will be eager to communicate with you.

The International Student

HUSA students actually form a very small part of the total international student population here. (You're with approx. 50 students in the HUSA Program; the total number of international students is around 1,900)

Meeting with students from different countries will be very valuable since they might be able to advise you about life at Hiroshima University, and also you can learn from them new cultures. The larger international student populations also have their own student associations.

The Opposite Sex

As you will make many friends, there is the likelihood that you may make a very good "friend". As you will discover, in this field cultural differences also play a large role. Each culture has its own ways of showing affection, so be aware of this. Always respect the other person's feelings. Keep in mind that saying 'No' and respecting 'No' as a reply is universal.

Hiroshima University has an active policy to battle sexual harassment, and if you feel you have been harassed, contact the HUSA staff or the HUSA academic advisor.



What will I do there?

What you will do during your stay at Hiroshima University primarily depends on you. But to help you on your way, we explain in this part various things regarding what you can (and cannot) do here during your stay in Hiroshima.

Coming to Campus

Usually we try to have all students arrive on the same day, so you might already meet people in the plane to Hiroshima. At Hiroshima Airport there will be staffs from Hiroshima University waiting for you to escort you to your dorm.

The First Week

There will be an orientation for HUSA program students around the last week of September right after your arrival. We will notify you about the exact time and date. During the orientation, we will give you information about the process of registering for classes and other aspects of the Program in greater detail. For HUSA students to get to know each other well and also to learn the tips of Japanese culture, you will also work on a small group work.

Japanese Placement Test

All the international students who wish to be enrolled in Japanese language courses are required to take the Japanese Placement Test each semester so that your Japanese proficiency level will be assessed for the most appropriate Japanese language course(s). It is an online exam that focuses on reading, writing, grammar, and comprehension. You will be notified the detailed information by email before arrival..

Legal Obligations

As an international student in Japan there are several legal obligations you will have to adhere to. The most important are listed below:

1) Residence Card (*Zairyuu Card* 在留カード)

A residence card will be issued to mid-to a long-term residents when granted permission pertaining to residence, such as landing permission, permission for change of resident status and permission for extension of the period of stay. It will be issued at the airport if you arrive at Narita, Haneda, Chubu, Kansai, Fukuoka, Shin-Chitose or Hiroshima Airport, or will be sent to you after your arrival in Japan if you arrive at other ports. The residence card is expired at the end of the permission period of stay.

You must carry it with you wherever you go. If you are requested to show it by a government official, you must do so without question. If you do not have it with you or present it, a certain penalty may be imposed.

2) Notification of Place of Residence

Please go to the municipal office with your passport and residence card (if available) to submit a notification of moving in within 14 days of finding a place to settle down. If you change your address, you must notify the municipal office of the change within 14 days. If you move to another city, you will need to submit a notification both before moving out and after moving in to each municipal office (City Hall).

3) Temporary Departure from Japan and Re-entry

Foreign nationals in possession of a valid passport and resident card who will be re-entering Japan within 1 year of their departure to continue their activities in Japan will, in principle, not be required to apply for a re-entry permit. (This is called a special re-entry permit.) Be sure to present your residence card (or alien registration card) along with your passport at departure. Please check the box of "Departure with Special Re-entry Permission" on the Embarkation card for re-entrant (E/D card).

Restricted Activities

You (Special Auditing Students and Special Research Students) are allowed to work a maximum of 28 hours per week during the semester and up to 8 hours per day during vacations. There are however limits to the kinds of activities you can engage in.

For example, you are **NOT** allowed to work in entertainment establishments such as bars and nightclubs. Japan is facing a large problem with illegal workers and raids are frequent. Since April 2000 working illegally in Japan is regarded as a crime, so you will not only be deported, but processed as a criminal as well.

If you want to engage in part-time work, contact International Exchange Group.

For more information also see the Immigration Bureau of Japan homepage,

<http://www.immi-moj.go.jp/english/tetuduki/kanri/shyorui/09.html>

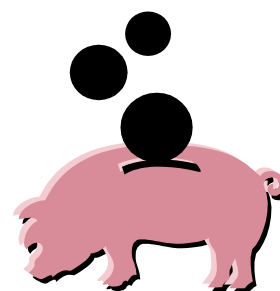


Allowances for JASSO Recipients

The number of the JASSO Scholarship award is becoming smaller every year. The HUSA has been monitoring the academic performance of the JASSO Scholarship awardees very strictly. If the awardee could not exhibit an excellent academic performance, it will be reported to her/his university and the scholarship might not be awarded to the university in the following year. Therefore, the scholarship awardees are expected to seriously engage in study with sense of responsibility.

Monthly Allowances of the JASSO Scholarship

Monthly allowances for JASSO awardees are sent to your bank account each month. In April, there is usually a delay due to the change of fiscal year. You must sign the prescribed form at the International Exchange Group within a designated period of each month to facilitate the payment of monthly allowances. The amount of the JASSO's scholarship is 80,000 yen. Please be notified that the 1st payment of JASSO Scholarship might not come for a few weeks after your arrival in Japan at the end of September. Therefore, please bring sufficient fund to support your initial living cost in Japan. Please be ready for the extra expense such as staying in the Airport hotel depending on your arrival time, etc. so that you will not feel insecure at your initial stay in Japan.



Academic Work

As you will have a lot of things on your mind, such as adjusting to life in Japan, making new friends etc. it is of vital importance that you plan ahead.

It will be better if you have discussed your study plans carefully with your professor/advisor at your own university. If you do not plan ahead it is very likely that you end up with too many things you need to do in too little time. And at the end of your stay you will be frustrated that you did not plan better, because you could have done so much more.

Our Advice:

- ✓ **Plan ahead**
- ✓ **Set cleared and tangible objectives**
- ✓ **Consult with the lecturer when you face problems in studying**

Study Requirements

The HUSA program tries to be as flexible as possible to honor students' various objectives to come here. There are however a few requirements that you need to fulfill to be allowed to study in the HUSA program.

If you are an undergraduate student and/or your status is Special auditing Student you are by law required to enroll in at least **10 hours a week of classes**.

Club Activities

In addition to official instruction, many students take part in club activities. If you wish to know Japan and get better acquainted with Japanese students, participation in club activities will prove to be extremely rewarding. Official sports-clubs, are clubs recognized as such by the university and represent the university in tournaments. Usually, these clubs train a lot (daily) and demand a lot, if not all, of your time.

University sports clubs are however not so professional, where they are important sources of revenue. So, you do not need to be of professional level to join these.

There are also a number of official arts clubs, such as the Symphony orchestra. For clubs such as these, you will probably have to do an audition. But if you are really into playing an instrument one of these might be suitable for you.

Besides these clubs there are also a lot of semi-official and un-official clubs on campus, the so-called "sakuru", for sports, arts and culture. Some are just groups of people who like to play soccer, others can be very esoteric (game design etc). These clubs are usually more laid-back and in the case of sports have a less strict training regimen.

Be aware, however, that club activities are organized and carried out on the principle of student autonomy. To join a club, you must visit the clubroom you are interested in. At Higashi-Hiroshima campus, the clubrooms of sports clubs are on the 2nd floor of Club House, while Cultural Circles are on the 1st floor of a different clubhouse.



Below is a sample of the kinds of clubs available:

Sports Clubs; martial arts, racquet sports, ball sports, bat and ball sports, dancing, archery, athletics, yachting, rowing etc.

Music Clubs; guitar, chorus groups, bands, orchestras etc.

Cultural Circles: cinema groups, photography, drama, outdoor activities, chess, art, Japanese tea ceremony etc.

University Coop – (Seikyou) and Other Independent Stores

Hiroshima University Consumers Co-op, is a member owned cooperative which aims to cater to the needs of the university community. It is an organization consisting of students, teachers and university staff. There are more than 180 university Co-ops in Japan that operate independently. Becoming a member of the Co-op provides the member with certain rights, and privileges.

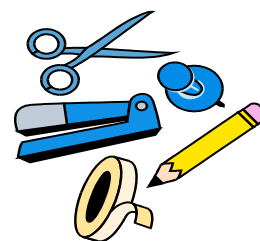
Each member can exercise their right of ownership of the Co-op by voting, serving on the Board of Trustees and/or joining the Organizing Department (A sub-committee composed mainly of undergraduate students). The Co-op keeps its members informed of its operations via notice boards and a message box system within the stores facilitates member suggestions or questions with regard to policies and operations of the Co-op. Having voting rights is nice, but what you are probably more interested in is that it will give you various discounts on books and other services.

Becoming a Member

To join the Co-op you will need to fill out a membership application at the Co-op service counters (Daigakukaikan, Kita 1, Nishi 2). It will cost you 2,000 yen to join and this fee is refundable when you withdraw from the Co-op. In order to withdraw from the Co-op you must notify the Co-op in writing 90 days before the end of the Co-op's financial year (last day of February). A full refund will then be made.

Co-op Shops (<http://www.hucoop.jp/>)

The Co-op shops and bookstores are like mini supermarkets selling not only a wide range of books, magazines and stationary, but also many grocery items, small clothing items, toiletries, CDs, telephone cards, bicycles and motor scooters. They also have photocopying and film developing services. Many of these Co-op shops also stock sandwiches and breads, obento (lunchboxes), drinks, coffee and other take away items. By showing your members card when purchasing books and magazines you will receive a 10% discount. If the book that you are seeking is not in stock, you can order it at the service counter. Be aware however, that once ordered you are obliged to purchase the item. CD's, stationary and grocery items are already sold at a discount price so there is no further discount on these. Students can obtain a Co-op Credit Card, which you can use to make purchases in all Co-op stores (apart from Restaurants and Cafes) and to pay by installment when purchasing expensive goods. However, as with many Japanese lease or credit agreements you will need to have a guarantor when applying for this card.



Restaurants and Cafes

The Restaurants and Cafes offer healthy menus consisting of both Japanese and western meals. Rice dishes, Donburi dishes, Soba, Yakiniku, pasta, curry, cutlets, fish, chicken, soups, salads and various Japanese side dishes can all be obtained around the campus. The majority of the restaurants have a glass case or display with the menu that is available for that day. Cards beside each dish will tell you the cost and in many cases the calorific content of the meal.



Other Restaurants

La Boheme (western style food with set menu) - located at Faculty Club (Gakushi Kaikan)

Mermaid Café (sandwiches, coffee, tea) - located in front of Central Library

Housing Department

The Co-op has a Housing Department that assists students in finding suitable accommodation and can provide valuable information on Japanese lease-rental agreements. The housing department is located in the Daigaku Kaikan Co-op.



Travel Agency

The Co-op Travel Agency, located at East Welfare Center near the Faculty of Engineering, provides travel information for travel both in Japan and around the world. The Agency can provide you with information about the most economical ways to travel; regularly advertises discount fares and seasonal specials, can reserve flights, hotels and rental vehicles and also sells tickets for entertainment events.



Shopping in Saijo

Although Saijo is a small town, you will be able to buy just about everything you need here. The most convenient department store would be the "**Youme Town**" located near campus. It's only a five minute walk from your dorm.

Moreover, there are two main department stores in and surrounding Saijo: FUJI GRAND and YOUME TOWN. As Saijo is a small town, these department stores really stand out so you will have no problem finding them. Each of these department stores has a supermarket for your grocery needs. There is also a chain of supermarkets called Shoji (written in Katakana), one of which is right in the heart of Saijo. If you prefer grocery stores with lower prices, there are discount super markets such as 'Halows' (located about 15 min. bicycle ride), 'EVERY'(located about 30 min. bicycle ride) or 'LAMU' located about 30 min. bicycle ride from the dormitory on Route 486.

Very good places to find bargains are the 100-yen shops. Everything they sell here is the same price, 100 yen and tax. It is a good place to buy kitchenware, cups, cutlery etc. You can basically set up your entire household by shopping here. Apart from the department stores, there are a lot of convenience stores, conveniently located just about everywhere! However, for general shopping, the department stores are certainly the most economical.

Japan Post Bank

If you are assigned to Ikenoue Student Dormitory, you have to set up a Japan Post Bank account since your dormitory fee will be automatically deducted from your Japan Post Bank savings account. Fee for electricity and water supply will also be withdrawn from the account. Every post office has an ATM, and there will be no charge if you use it during office hours. Post office branches are open from 9 am to 4 pm and they also have ATMs that are open until 7PM.

Postal accounts are also handy if you have a postal account in your own country as you can use them to send or receive money. The charges at the Post-office are usually much lower than those of banks. There is no ATM withdrawal charge even after 5:00 PM and even on weekends and holidays. All is explained in the HUSA Program Orientation.



Other Banks

Opening a bank account is an option for you. There is no charge for any number of transactions from 9 a.m. -5 p.m. at your bank ATMs. Hours of this free charge service will be depending on the bank policy and location of machine. However, there will be a charge for a transaction in the evening and weekends at most of ATMs. If you don't mind paying this transaction fee, **you can also use any other bank's ATMs throughout the nation.** The charge of that kind of transaction might be a little more expensive though.

The branch offices of the banks are open from 9 am until 3pm Mondays to Fridays. For those of you who are used to 24-hours ATM service, beware that in Japan this is (outside major cities) not the case. Most ATMs are open from 8.45 am until 6 pm seven days a week, but that depends on the location. (the ATMs on campus, however, close at around 7 PM on weekends). **Both the branches and the ATMs are closed on public holidays. There is one period when you should take out extra cash, which is around New Year, as everything closes and hardly any ATMs are available.**

ATM service through convenience store, such as Seven Eleven, is available nowadays, for 24hours a day, all year around. But be aware that these ATMs will charge you for transaction fee.



Credit Cards

Foreign-issued credit cards are now tended to be used more widely, but for cash-withdrawals it maybe quite limited. If you do bring one, we would strongly suggest that you bring a VISA card or MASTER card.

Your only other real option is a Telegraphic Transfer from one account to your account here. This can take several days and can also prove to be a costly exercise once the banks at both ends have extracted their charges for the service. Another thing to bear in mind is that the phenomenon of checks, bank or personal, is non- existent in Japan, so having money sent to you by check is not an option. For your everyday banking needs, you will find that the account you have your scholarship money paid into will serve you quite well.

You may withdraw money from your credit card if ATM machine has Visa, MasterCard, Plus or Cirrus sign, however the number of such ATMs are limited around the campus, and former HUSA students informed us that it sometimes does not work.

Internet Access

If you would like to use the Internet on campus, you must first register your Hiroshima University account at the Media Center. Once registered, you will be able to use/browse the Internet on computers in the Library, Media Center or at the university libraries(Central or West), and more for free of charge. Should you wish to access the Internet using your own laptop computer, access is possible via any of the Wireless LAN hotspots on campus after registering your Hiroshima University account.

If you want to use internet (ADSL or fiber-optic line) in your own dormitory room, you must have a contract with a telephone company. It usually takes two to three weeks to set up the connection. Monthly charge will be approximately 3,000 yen-5,000 yen.

You can also connect the Internet with using eduroam (education roaming) system as Hiroshima University is one of the members of this service. Eduroam is the world-wide roaming access service which allows students, researchers and staff from participating institutions to obtain Internet connectivity across campus and when visiting other participating institutions by simply opening their laptop.



Please ask the coordinator at your home university whether your university is also a member.

The Japanese Way of Life

Living Conditions

The main aim of international students in Japan is, of course, to pursue knowledge and undertake research. Accordingly, most of your time will be spent on the university campus. It is in your best interest to try to associate with professors and fellow students, and to participate actively in academic meetings, seminars and activities so that you may make many friends and acquaintances to make your stay in Japan fulfilling. Hiroshima University holds many events and has various facilities to make student life more comfortable and worthwhile. In order to enjoy your stay and study in Japan, it is important to adapt to the new circumstances in Japan as soon as possible by getting familiar with the Japanese language, manner and customs, climate, food and by understanding Japan and the Japanese people.

Climate

Situated near the center of the Temperate Zone, the Japanese islands generally have a mild climate. The changing of the seasons is clearly marked. In summer (June, July, August) it is hot and humid because of monsoons from the southeast. In winter (December, January, February) it is rather cold due to the seasonal wind from the northwest. As the Japanese islands lie along a north-south line and their topographical features vary greatly, their climate also changes greatly depending upon the locality. The following graphs show the monthly average temperature and humidity in different parts of Japan.

Hiroshima has a relatively mild climate, due to its positioning on the Seto Inland Sea.

Saijo is situated in the mountains and experiences distinct seasonal changes.

Summer: Expect temperatures between 20-38 degrees.

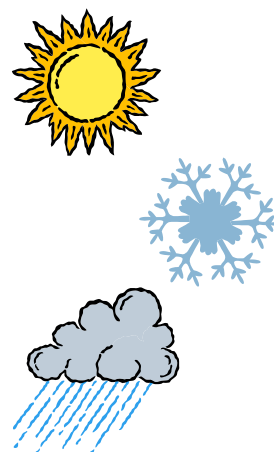
Summer is a very humid time of the year in Saijo

Autumn: Temperatures ranging from 10-28 degrees with blue sunny skies.

Winter: Temperatures ranging from -3 – 10 degrees. There is often a cold wind at this time of year and snow falls in the area.

Spring: Temperatures ranging from 7-25 degrees with blue sunny skies.

Japan also has a fifth season ... "The rainy season". For most of the month of June and into July, Japan experiences "the big wet". It rains almost constantly (or it seems that way) until one day it stops, the sun comes out and the humidity rises to saturation point.



Food

The traditional Japanese diet consists of boiled rice as a staple food and fish, meat, vegetables, etc as subsidiary foods. Seasoning is plain and conservative. Although various foods from Chinese to European are available, the cheapest is this traditional form of food. When it comes to international foods you will often find that the Japanese have "Japanized" the food and it may not be quite what you had anticipated. Fresh fruits and vegetables are available and vary from relatively cheap (for the Asian type vegetables) to mortgaging the house (for some of the harder to get western items). Packaged foods are labeled in accordance with international standards.



Drinking Water

Japan is blessed with a good quality water supply, which is safe to drink and is supplied by sanitary water supply facilities. However, in larger cities the water may smell and taste a bit of chemicals.

Electricity

East of the Fuji River (in Shizuoka Prefecture) the electrical voltage is 100 at 50 hertz, and in the west 100 including Hiroshima at 60 hertz. Therefore, when using electrical appliances you must do so with care.

Japanese Society and Customs

In particular, if you do not speak the language, Japanese society might look very similar to any other developed nation. Many shops are similar to what you find at home.

If you look closer there are however differences: You will notice that all public phones work and most of them have telephone books. You hardly see any graffiti, and public places, where you go are clean and well kept. In most places, even late at night, it is safe to walk on city-streets and you rarely will see police. Despite what newspapers of recent years write, Japan is still an amazingly safe country.

Still, do not be fooled into thinking that Japanese people are all very well mannered people. What keeps this densely populated country clean and in order is to a high extent that people still regard public spaces as a common space. Deviant behavior is reported immediately, and before you know it, police officers are everywhere.

Also you might be used to the concept of individual responsibility for your deeds, but in Japan responsibility is often shared. This means that others will have responsibility for your behavior.

As a guest in Japan, make sure that you adapt to the rules and customs that the host society has. If you do engage in something socially unacceptable, Japanese people will not tell you directly, but report it to the police or to the university. And they will come and ask you what has happened.

As a rule, refrain from conspicuous behavior in public places. (Drunkenness, loud noise, indecent dressing etc.) What you may regard as innocent fun, others may regard as intolerable behavior. Have respect for your hosts and remember that you are regarded as a representative of your university and country.

From this, you will understand that the HUSA program applies zero tolerance towards deviant behavior.

All cases where police are involved will lead to immediate termination of your stay, your scholarship will be revoked and a report will be made to your university detailing your behavior. In other cases, depending on the severity of it, HUSA reserves the right to take appropriate action.

Housing

Most of HUSA students will be accommodated at the Ikenoue Student Dormitory, unless they wish to look for private apartment. The information below is about the Ikenoue Student Dormitory.

Ikenoue Student Dormitory

This dormitory offers low cost lodgings to students. It is designed to be a comfortable place for study and also to experience the "community feeling". By living together, it is hoped that mutual understanding and international goodwill can be developed by both Japanese and international students. The dormitories themselves are reinforced concrete buildings with a capacity of about 690 residents. Each room is western style and contains a lavatory. To help with the smooth running of the dormitories, certain regulations exist. These regulations are there to ensure that all the different kinds of residents can co-exist peacefully and pleasantly. Further, please be reminded that students who live in this dormitory need to have some level of communicative ability in Japanese. The basic rules and regulations in the Ikenoue Dormitories are as follows:



Admittance and Departure

Admittance

- (a) A person who obtains admission must enter within the agreed term. If you do not enter at the agreed time without justifiable reason, your admission will be cancelled.
- (b) It is not possible to change from the room to which you are assigned.**
- (c) The key will be given to you upon arrival. Please take good care of it. It should be returned at the time of departure. If your key is lost, you should report it immediately to the dormitory caretaker's office and get a new key, but you will have to pay for the replacement key.
- (d) A bed, desk, chair, cupboard and telephone are provided in the room, however it is forbidden to make permanent changes to the furniture without permission. Furniture is not allowed to be taken out of the room.
- (e) If you have any questions, please go to the *Gakusei Seikatsu Shien* (Student Services) Group on 3rd floor of Student Plaza.

Departure

- (a) You will be informed of the expiration of your term of stay one month in advance.
- (b) If you wish to depart prior to the date of expiration, you need to report it with "Report of Moving-Out" from Ikenoue Dormitory to the GAKUSEI-SEIKATSU- SHIEN (Student Services) Group and follow the staff's instructions.
- (c) At the time of departure, please clean your room. A staff member will inspect your room to make sure the furniture is in the same state as it was when you arrived. Subsequently, you will be given permission to depart.
- (d) If there is anything wrong with the room, it will be your responsibility to restore it to the former state.

Expulsion

You may be ordered to leave in the event of one of the following cases occurring:

- (a) You lose your student status at Hiroshima University.
- (b) You do not pay your rent or utilities for more than three months.
- (c) You are still residing in the dormitory after your admission term has ended.
- (d) You become not suitable for collective life due to illness or lack of sanitation.
- (e) Your behavior disturbs the public order.

Note: Hiroshima University cannot and will not be held liable for losses of property incurred by tenants.

Overhead Expenses

Expenses when you stay in the dorm are as follows:

- (a) **Rent:** Rent is around 6,200 – 15,000 yen including **cleaning charge*** per month. Rent will be automatically withdrawn from your Japan Post Bank account each month.
***Cleaning charge:** A private cleaning company cleans the public areas and for this tenants must pay a cleaning fee each month.
- (b) **Utilities:** Utilities (electricity, water, gas etc) are the tenant's responsibility. There are two types: one according to personal usage; one for communal usage. There is a meter for every room to determine your usage of electricity. Residents pay the excess fee for communal utilities, i.e., Water- the university pays the basic fee. The utility charges increase in the winter time due to personal and/or communal use of the heater provided in each room. You can expect to pay between 5,000 yen and 10,000 yen per month but

some students might pay more than 10,000 yen depending on the season.

General Living Guidelines

General Notes

- (a) Please do not disturb others with loud music, loud voices or acts of violence.
- (b) Never leave your private belongs in public areas, particularly where it could become an obstacle during an emergency evacuation.
- (c) It is forbidden for people without permission to enter the dormitory.
- (d) Be careful of pipes and drainage by using proper toilet paper and not flushing dirt down the drains in the bathroom.
- (e) If the need arises, a staff member will come and check facilities in your room after prior notification. However, in the case of emergencies, a staff member may enter your room without prior notification.
- (f) You may not use an oil-stove in your room.
- (g) You may not allow non-residents to stay in this dormitory.
- (h) The keeping of pets is forbidden both in and out of the dormitory.
- (i) **Male students are not allowed to enter female students' dormitory, and female students are not allowed to enter male students' dormitory. If a student breaks this rule, he/she will be expelled from the dormitory.** This is also important from the perspective of **security** of the students' residence. Dormitories should not become a place where any person can enter as he/she likes at any time.

Excuses such as cultural differences and different customs in your country cannot be accepted because here, **it is Japan**, and you need to obey the rules of the place where you live. You will be strictly punished if you do not obey the rules enacted for the university dormitories. If you do not like the rules of the university dormitories, you can move out into a private apartment where your preferred rules are available. But HUSA program does not take any responsibility for this.

Notice Board / Emergencies

- (a) Notices are put up on the notice board on the first floor. Please check it every day.
- (b) In the case of accidents, burglary, disasters, outbreak of infectious diseases, etc, please contact the office at Ikenoue Student Dormitory office as soon as possible.

Postal Matters

- (a) Ordinary mail will be placed in the private mailboxes located on the first floor.
- (b) You will receive written notification in the case of the arrival of parcels or registered mail. If you call the delivery service they will come and bring it again. In case of the regular mail you will have to go and pick it up at the post-office.
- (c) When sending mail, make sure you write your address correctly, i.e., building number, THEN room number.

Telephone

- (a) The telephone provided in your room can be used as an internal phone free of charge. To dial another room you must first dial the room number and then the building number. If you are calling to building No. 10, please dial 0 for the building number, e.g. Room No.400, Building No.6- 4006, Room No. 410, Building No. 10 – 4100, Room

No.213, Building No. 11- 6213 (Please dial 6 first then room number for the building No. 11)

- (b) This telephone can also be used as an ordinary phone. To do this, you must have a contract with a telephone company. Your supporter will help you with the necessary forms and will help you complete them. The contract deposit is 1,000 yen. There is approx. 3,000-yen per month charge and of course the charge for the actual calls you make. If you decide to have your telephone connected as a regular line, the charges will be automatically deducted from your bank account once a month, just like your utility charges. However most students in the Program nowadays purchase a mobile phone, which are cheaper and give better accessibility.

Internet

If you want to use internet (ADSL or fiber-optic line) in your own dormitory room, you must have a contract with a telephone company. It usually takes two to three weeks to set up the connection. Monthly charge will be approximately 5000 yen.

About the Facilities in Ikenoue Student Dormitory

Please be careful when using public facilities. You may be responsible for paying for any damage that you may cause. Bearing that in mind, please note the following:

(1) Lounge (*Danwa-shitsu*):

There is a common room located on each floor, the rooms on the 2nd and 5th floors being Japanese style. These may be used freely as a place for communication and relaxation.

(2) Bath Room (*Yokushitsu*):

- (a) You can regulate the temperature of the water in bath yourself.
- (b) Please do not leave any rubbish in the bathroom after usage.

(3) Kitchen (*Hoshokushitsu*):

- (a) The kitchen is not equipped. Refrigerators and gas stoves are provided in the kitchen.
- (b) It is the tenants' responsibility to keep the kitchen tidy.
- (c) Please make sure you observe the correct procedures for garbage disposal. There is one bin for combustible garbage, one for plastics, one for bottles and cans, and one for hazardous garbage such as batteries, etc.
- (d) Turn on the ventilation fan whenever you use the gas range.
- (e) Used oil should not be thrown into the sink. Use paper cloth to soak up excess oil and put it in the bin for combustibles.
- (f) Do not use the kitchen very early in the morning or very late at night.
- (g) The fire extinguisher is only to be used in the case of an emergency.

(4) Laundry (*Sentakushitsu*):

- (a) There are two washing machines on each floor, located next to the kitchen. This is a coin-operated laundry service.
- (b) Do not use the washing machines early in the morning or late at night.
- (c) Do not leave your laundry in the machine for a long time.
- (d) You can use your balcony for drying your clothes. Alternatively, there is a coin-operated dryer in the laundry area.

(5) Storeroom (*Sōko*):

- (a) There is a storeroom on each floor that can be used for items, which are too big to keep in the closet in your

room.

- (b) The storeroom key is kept at the dormitory office. The office is open 24 hours a day.
- (c) Make sure you put your name on any belongings stored there.

(6) Parking Area (Chūshajō):

- (a) The roads around the dormitory are not to be used for parking, and the parking areas are usually full.
- (b) The university cannot issue garage certificates, which are needed to buy a car.
- (c) Bicycle Parking area is located in front of each dormitory.

Crime Prevention and Disaster Measures

There is no caretaker for the individual dormitories, so you should be conscious of general safety procedures at all times, especially those dealing with accidents and natural disasters. Fortunately, the Saijo area is not prone to earthquakes and typhoons, but still normal caution is necessary. (We had a fairly big earthquake in the spring of 2001)

- (a) Be careful with fire. Be sure to know where the alarm is and the evacuation routes.
- (b) In the case of a fire, the alarm will sound. As soon as you hear it, go to a safe place in an orderly manner via the escape route or help to contain and extinguish the fire, depending on the circumstances.
- (c) In the case of earthquakes, the number one rule is not to panic. Follow the same procedure as for fire. If you cannot exit the building and the tremor is strong, take cover under your desk or a table. You will undoubtedly experience a couple of tremors during your time here but they are usually not very strong and pass quickly.
- (d) Make sure you lock your door whenever you leave your room. Also, to avoid theft, please make sure your bicycle and/or motorbike is locked when unattended.
- (e) Whenever you go out late at night, be sure not to be alone. From 5 PM there is a guard at the dormitory office. Please contact him in the case of emergencies.
- (f) Keep the front doors of the building locked at all times.

Dormitory Health

It goes without saying that good health should be a paramount concern. Be sure to get enough sleep, eat properly, get some regular exercise, etc. If you do come down with an illness or you injure yourself, please contact the University Health Service Center (located on campus) or the Dormitory Office for guidance.

Overall, please remember that on a day-to-day basis, the running of the dormitory is primarily self-regulatory, so please make an effort to cooperate with the other residents to maintain overall harmony in the dormitory. We're sure that you will enjoy the experience of living in the dorms if you get the opportunity and it certainly provides a good environment for study.

Living Off Campus

1. Settling-In

If you are planning to live off campus, you should have at least 200,000 yen (US \$2000) upon arrival. That will cover your immediate needs of securing an apartment, a futon, and the minimum amount of food. If you want any sort of luxuries straight away, like a television, bring even more money.

2. Securing an Apartment

Some of the procedures involved in renting an apartment in Japan are probably very different than what you are accustomed to in your home country, so don't be surprised by some of the curious things you'll encounter. **Please be reminded that students need to take care of all the procedures by themselves and cannot rely on HUSA staff members if they decide to rent a room in a**

private apartment.

First, depending on what agency you are using to find an apartment, whether the University Co-op or a private real estate agency, you will probably have to pay a commission fee before you are referred to the landlord. This fee can range from a few thousand yen to an entire month's rent. Since it varies you will have to check with your individual agency.

Your next barrier to apartment living is the landlord. Your landlord will want several things from you; the first is a HOSHOUNIN or guarantor. Your guarantor is the person who agrees to be financially liable if you break your lease. The guarantor must be Japanese.

Next comes the REIKIN. This is the money you give to the landlord for the privilege of living in his apartment. The REIKIN is usually about one month's rent and you will not get it refunded when you move out. Although this is a practice in most parts of Japan, in the Saijo area usually no REIKIN needs to be paid.

After the REIKIN, you still have to pay the SHIKIKIN, or security deposit. This is the collateral you put up to pay for any damages to the apartment at the time you move out. If you leave the apartment clean and undamaged you will get this money back when you leave. It's a good idea to bring any damages to the landlord's attention when you move in so he/she won't charge you when you move out. Check beforehand what the policy on this is, as some agencies or landlords see the SHIKIKIN as something that is not refundable, no matter if your apartment is spotless.

By now you will have already spent a significant amount of money and you still won't get your key until the landlord gets the first month's rent, YACHIN, in advance. If you find an apartment you want but don't intend to move in right away it may cost you even more; most landlords want an advance payment, known as TETSUKEKIN, to hold the apartment for you. This is usually at least one month's rent.

That's the apartment hunting process IN THEORY. The truth is some landlords are afraid of the perceived problems of renting to foreigners. In such an event you have no recourse, as there are no laws forbidding discrimination on housing.

The types of student apartments in the campus area are, for the most part, identical. Often the only real choice you will have is Western-style vs. Japanese-style accommodations. Your primary motives for choosing a particular apartment should be the cost of rent and the distance to campus.

3. Appliances

In nearly all apartments you will have to supply your own gas range, refrigerator, and washing machine. Sometimes the landlord will sell you one, but usually you will have to supply your own. There are some reasonable recycled goods stores in Saijo, which will even deliver for a small fee. New appliances, without delivery, and futons can be bought at most department stores in Saijo.

4. Bills

Your next item of business will be the monthly payment of your bills: rent, gas, water, telephone, NHK, garbage, and electricity. Most services will begin billing you as soon as you move in, or in the case of the electric company, the minute you turn on the circuit breaker. Most of these bills can be taken care of if there is a stack of utility company postcards attached to your door when you move in. This is often the case. These postcards give the companies permission to take the monthly charges directly from your bank account. If you can't read kanji get someone to help you fill these out. If you don't have an automatic payment postcard for a particular service, chances are the company will send you one with your first month's bill.

If all of this seems like a bit of a hassle, you can simply wait for the bill to come each month and pay it directly at the post office or at convenience stores. Always save your receipt.

All of the above applies mostly to your water, electricity and gas bills. Garbage and sewer or septic services are usually included in the rent, especially if your apartment is a University Housing Co-op member.

Your other unusual bill is NHK. In case you don't know, NHK is the national public television company of Japan. If you own a TV you are supposed to pay a fee regardless of whether or not you actually watch NHK. The routine is the same; you can get an automatic monthly payment card from either NHK or the bank and they will transfer the cost of the bill each month. Or the NHK collector will pay you a visit every few months. The monthly NHK fee is about 1500 yen, more if you own a satellite dish.

5. Monthly Expenses

If you do plan on living off campus, you'll need about 100,000 to 120,000 yen each month to cover just your BASIC COSTS. If you plan on any sort of recreation or travel you will need significantly more.

Transportation

Japanese mass transit is fast and efficient. If there is somewhere you want to go, there's an easy way to get there. The only difficulties you are likely to encounter are ones of cost and language; if you can cope with that you can get anywhere.



Shinkansen

The most famous trains in Japan are the ultra-fast Shinkansen or "bullet trains." These trains only connect the larger cities and they are the most expensive way to travel.

Two Shinkansen stations serve the Hiroshima University area; the Higashi-Hiroshima Station is technically the closest to campus, but many students find it too far to get to by bicycle and too inconvenient to deal with the limited local transportation to and from the station. Instead most prefer to take the train from Saijo Station to Hiroshima Station in Hiroshima City. The Shinkansen arrives and departs on the north side of Hiroshima Station, on the opposite side of the tracks from the local or 'city' side of the station (an overpass connects the two sides of the building). The Shinkansen ticket office is on the ground floor of the north side of the building; look for the green counters. Be prepared to tell the sales person where you want to go in Japanese. Also, you should know what kind of train you want to take and at what time.

The Japan Rail Timetable (Also available on the JR Website), a monthly, phone-book sized guide to nearly all rail and inter-city bus traffic in Japan is available at most bookstores as well as all train stations. It includes Shinkansen train and route information. Though it can be somewhat puzzling at first, if you get someone to explain the tables to you, the book will become indispensable to any travels you undertake.

There are six different types of Shinkansen trains that serve the Hiroshima area: the Kodama, the Hikari, Hikari RailStar, the Nozomi, the Mizuho and the Sakura. The difference is in both the speed and the number of stops each type makes. The Nozomi, Hikari RailStar, Hikari, Mizuho and Sakura stop only at the major stations while the Kodama stops at all stations. The Nozomi is the fastest of the six, and also the most expensive. When you buy your ticket you will have a choice of regular or the more expensive Green Car (first class).

Smoking is not allowed on most Shinkansen trains, but newer ones have small cabins available for smoking. The ticket will list the platform, car, and seat number on it. You should also note the numbers painted on the platform your train departs from as they indicate where your car will stop when the train arrives. Also be ready to get on immediately, part of the reason the Shinkansen is so fast is because it doesn't wait for stragglers!

Local Trains

The alternative to the Shinkansen is the network of local trains that connect nearly every city, town, and village with the rest of the country. Although slow and occasionally crowded, these trains offer a good way to really see the country and they are fairly cheap. For a complete guide to all train and nation-wide bus service you should get the Japan Rail Timetable (see the Shinkansen section above).

There are both regular and express trains, so if you are going to a smaller station make sure the train you get on stops there. In rail stations there will be a large timetable posted listing the arrival times and destinations for each train. The times for the regular trains are usually printed in black, and for express trains the time is usually printed in blue. In some smaller stations this information may not be in English so you should know the kanji characters of not only your destination, but some of the major stops along the way.

Buying a ticket can seem somewhat daunting at first but it's actually not too difficult. Most stations have ticket windows, but you should get into the habit of buying your ticket from the vending machines. On the wall above the vending machines in every station is a map showing every destination from that station. Underneath the station names will be the prices indicated for travel to them from your point of departure. Locate the price of the station you want to go to and insert that amount of money into the machine. As you insert the money different buttons will light up displaying various prices; press the button that is the cost of your trip and the machine will issue you a ticket and any change. If you can't figure out the cost of your trip from the fare map, or you have to transfer to get to a station on a different line, you can simply buy the cheapest ticket then settle the difference with one of the wandering conductors on the train, or go to the "fare adjustment" window when you reach your destination and pay any remaining fare. In all cases, don't lose your ticket! You will need it to get out of the station.

ICOCA card, rechargeable contactless smart card, is also available.

There are a number of other discounts available, but they can vary from line to line, consult either the JR Timetable book or your local stations travel information center. Some of the popular discounts include:

Seishun Juu-hachi-Kippu- This is probably the most popular discount with foreign students in Japan. It is only valid during periods of school vacation, such as winter and spring break. You get five passes for five days of unlimited travel on all regular (no Shinkansen) JR lines for around 11,850 yen. These passes do have an expiration date, but you do have the flexibility to use the passes on non-consecutive days. Furthermore, several people may travel on the same pass (it consumes a day for each person).

In addition to the above there is an additional Japan Rail pass, which offers even greater savings, but because of your visa you are not entitled to use them. However, they maybe are useful for visiting friends and family.

<http://www.japanrailpass.net/en/index.html>

Long Distance Buses

There is a rapidly expanding network of long distance bus services, which can provide even cheaper transportation to destinations like Tokyo overnight. For further information consult the JR Timetable book or visit the Hiroshima Bus Center next to the Sogo Department Store in Hiroshima City. Willer Express or other services can be found on the web.

Local Buses

Local buses such as the one between Saijo Station and the University are simple to use. The destination is displayed in the window on the front and side of the bus. Unlike buses in most countries, here you board the bus through the rear door on the side of the bus, not the front door. When you enter immediately take a ticket from the machine on your right. This ticket will have a number printed on it. When you get off the bus look at the electronic fare board above the driver, it will display the number on your ticket and your fare. Pay that amount to the coin box next to the driver and exit. The fare box can also make change from 1000 and 5000-yen bills, but it won't deduct your fare from the bill so you will first have to make change then re-insert the exact fare. If you prefer not to carry small change, you can purchase PASPY card (rechargeable contactless smart card) or ICOCA (IC card which can be used for JR trains as well as buses.)

A prerecorded voice will announce each stop you approach. Press one of the buttons near the windows to let the driver know you want to get off at the next stop. At most bus stops a timetable is posted so you know the arrival times and routes of local buses.

Taxi

Taxis in Japan are sort of expensive. That said if you do take a taxi you should know exactly where you want to go and have a map on hand if possible. You can find taxis at the taxi stands at rail stations and occasionally near shopping areas; you can also wave them down on the street. The lamp on the roof makes taxis easy to identify and lets you know if it's occupied. If the green roof lamp is on the taxi is occupied, if the red one is on it's available. Most taxis charge a minimum fare, and some charge more between 11 p.m. and 5 a.m. It is not necessary to open or close the doors yourself on Japanese taxis; the driver controls them automatically. Also, you don't need to pay a tip.

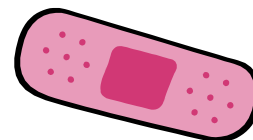
Cars and Motorcycles

Cars and motorcycles can be bought from dealers in the Saijo area. In addition, cars can be rented or leased for short periods of time. The problems with this however are first, the chaotic traffic and roads of Japan, and second, you are required to have a parking space certificate. Ikenoue Student Dormitory will not issue parking space certificates.

If you are planning to drive a car in Japan, the easiest way is to bring an International Driving License, valid for one year, from your country.

Health

All students are strongly advised to look after their health carefully, but from time to time conditions may arise which require medical care.



Before You Come to Japan

If you are in need of regular medication or wish to bring medicine with you to Japan, you will need to obtain a doctor's certificate for that medication and bring it with you. Please be reminded that there are some medications you can obtain easily in your home, but not necessarily in Japan.

We recommend you consult with a doctor in your home country before you come to Japan and make sure that you can have necessary medications during your stay in Japan. If you need special medication constantly, please confirm on this matter urgently.

This confirmation is essential, and if this is not confirmed you will be required to spend hours for strict interrogation at the customs declaration service at the airport. (Please be notified that this can be applicable to some medications, such as 'over the counter' medications in your country, such as asthma sprays.) We recommend that you request your medical doctor to issue a medical certificate if you have a concern on this matter.

Japanese Medication

Japanese medications do not tend to be prescribed in as high dosages as their equivalents in many other countries. You will commonly be supplied with about 3 days worth of antibiotics and will have to return to the doctor to get more. Doctors are however prone to subscribe various types of medicines at the same time. For example, if you go to the hospital for a deep cut in your hand you are likely to receive four different kinds of medicine; one to prevent infection, one to prevent swelling, one to kill the pain, and finally one for your stomach to deal with the other three.

If you often fall ill with illnesses such as tonsillitis, which is commonly treated with Penicillin, it may be wise to talk to your doctor

about this before you come to Japan and if possible bring supplies with you.

That said, medicine in Japan is of a very high standard with generally the same facilities and standards of physicians of other countries. Japanese medicine fuses Western and Eastern techniques for a whole body approach to healing. If however, you need to go to a hospital or clinic it is better to ask Japanese people knowledgeable of the area what hospital or clinic is best to go to as the level of care can differ between hospitals. But in general, the level of care is good and the Japanese still hold the world record for longevity.

For the female participants to the program who are using oral contraceptives (the Pill) it is advisable to bring a year's supply from your own country. Only in 2000, Japanese medical authorities finally allowed the low-dose pill, and still the use is not as widespread as in many Western countries. As a result, you may find it difficult to find the same pill you are using at home in Japan.

Health Insurance

International students participating in the HUSA Program are required to join the **National Health Insurance System** according to the regulation of Ministry of Health, Labour and Welfare (including both 1 semester and 2 semester participants). The monthly fee is approximately 2,000 yen. Students who join this system are entitled to a 70% discount on all medical and dental fees. You will register for National Health Insurance at the HUSA orientation when you arrive.

If You Become Ill

If you feel ill, try to take precautions. Rather than making judgment by yourself, please visit the Health Service Center on campus or hospital. When living abroad some people are prone to dismiss symptoms and keep running around with their illness. **Better be safe than sorry.** If, for any reason, you require hospitalization please contact the HUSA program and/or the International Exchange Group immediately.

University Health Service Center

Minor ailments can be treated at the University Health Service Center on campus. The University Health Service Center provides basic health care as well as psychiatric consultation and psychological counseling. The University Health Service Center is open 9:00-10:45, 12:15-15:00 weekdays.

When you visit the Health Service Center you will find a consultation request form by the door. This form has an English explanation and you should fill it out describing your symptoms and then hand it to the nurse. The nurse will then make a card out for you and may ask you to fill in other forms or ask you some questions. You can then see the doctor. After you see the doctor the nurse may issue you with some medicine. There is no charge for the consultation but you will have to pay for the medication (unless you have joined the university health program). The cost of the medication will usually be a few hundred yen.

In addition to the Health Service Center, Internal Medicine, Neurology, Psycho-neurology, Pediatrics, Dermatology, Radiology, Surgery, Neurosurgery, Orthopedics, Urology, Ophthalmology, Oto-rhino-laryngology, Obstetrics, Gynecology, Dentistry, Oral Surgery services are available at the Hiroshima University Hospital. (ph: 082-257-5555)

On Sundays and Public Holidays the Higashi Hiroshima Health and Medical Center (Higashi-Hiroshima Kyuujitsu Shinryoujo) (ph: 082-422-5400) provides medical treatment including dentistry between 09:00-12:00 and 13:30-16:00.

Emergency Treatment

If you become suddenly ill, or you require emergency medical treatment there are several hospitals and clinics on emergency duty (holidays and nights) in the SAIJO area. There are 14 hospitals giving examinations and treatments in shifts. Enquire at the fire station (ph: 082-422-0119) or the City Office (ph: 082-422-2111). This information is also provided in the local newspapers. You will receive an information booklet about the Higashi-Hiroshima area when you arrive, which lists the health centers available.



Mental Health

Living in a strange land can be very stressful sometimes. And sometimes you might wish to talk to counselor or somebody else who can give you guidance.

The International Center offers limited counseling services. They will be able to help you sort things out. If you are an active practitioner of religion, there are places of worship for various denominations present in Saijo and Hiroshima City.

Health Service Center, Mental Health Section, Hiroshima University

9:00-12:00, 13:00-17:00 (Appointment needed)

Phone: 082-424-6186, Email: rcounsel@hiroshima-u.ac.jp

Church

Baptist	There are two Baptist churches: Midori and Megumi. Midori Baptist Church is about 10 minutes by bicycle from Ikenoue dormitories. Megumi Baptist Church offers a free ride to visit the church at 10:00 am every Sunday. The place for the ride is a bus stop near Ikenoue dormitories.
Catholic	There is a cathedral in Hiroshima City, English Mass on Sundays 14:30. There are smaller chapels in Higashi-Hiroshima, (in Nishitakaya and Hachihonmatsu towns). Mass at 09:00
Muslim	Prayer services are held every Friday in the University Hall etc.

Vocabulary to Explain Symptoms and Illnesses

Pain	Itami	vomit blood	chi o haku
Sharp pain	hageshii itami	stomach ache	I ga itamu
continuous pain	taezu itamu	heartburn	Muneyake
pain at intervals	tokidoki itamu	chest pain	mune ga itai
dull pain	Dontsu	Stiffness in	Katakori
piercing pain	sashikomu itami	shoulders	
		back pain	senaka ga itai
fever	Hatsunetsu	difficulty breathing	kokyu ga kurushii
headache	Zutsu	sweat	Hakkan
ringing in the air	Miminari	Night sweats	nease
rash	Fukidemono	tiredness	Karada ga darui
thirsty	nodo ga kawaku	dizziness	Memai
hiccups	Shakkuri	edema	Mukumi
cough	Seki	chill	Samuke
phlegm	Tan	insomnia	Fuminsho
sneeze	Kushami	sleepy	Nemui
sore throat	nodo no itami	constipation	Benpi
nose obstruction	hana ga tsumaru	diarrhea	Geri
running nose	Hanamizu	Bloody stool	Kestuben
Hay fever	Kafunsho	period pain	Seiritsu
burp	Geppu	vaginal discharge	Orimono
Poor appetite	Shokuyoku-fushin		
	Shokuyoku ga nai		
nausea	Hakike		
vomiting	Ōto		



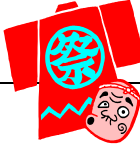
*Hiroshima University's Initiatives Towards a smoke-free campus

Hiroshima University aims to maintain and promote the health of students, both university and K-12, children, teachers, patients using the university hospital and their families, and other parties associated with the university. We are announcing the start of a Campus No-Smoking Policy from January 2020, with the goal of attaining a smoke-free environment and to send non-smoking students out into the world.

National Holidays

The following are designated as National Holidays.



January 1st	New Years Day	
2nd Monday of January	Coming of Age Day (To celebrate young people who have reached their 20th year and to reinforce their understanding of their responsibilities to society)	
February 11th	National Foundation Day (To commemorate the foundation of the nation and foster one's affection towards the nation)	
March 21st	Vernal Equinox Day (To praise the divine grace of nature and to appreciate all living things)	
April 29th	Showa Day (A day in the memory of the last Emperor)	
February 23rd	The Emperor's Birthday	
May 3rd	Constitution Memorial Day (To celebrate the day of enactment of Japan's constitution and pray for the development of the state)	
May 4th	Greenery Day (To commune with nature, to be thankful for blessings, and to foster an abundant spirit)	
May 5th	Children's Day (To pray for the happiness of one's children and their growth in good health, and to think of one's parents)	
3rd Monday of July	Ocean's Day	
August 11th	Mountain Day	
3rd Monday of September	Respect for Aged Day (To love and respect the aged who have made contributions to the community and also celebrate their longevity)	
September 23rd	Autumn Equinox Day (To worship ancestors and hold religious services for the souls of the dead)	
2nd Monday of October	Health and Sports Day (To enjoy sports and cultivate a healthy mind and body)	
November 3rd	Culture Day (To respect freedom and peace and promote culture)	
November 23rd	Labor Thanksgiving Day (To respect labor and to celebrate the harvest)	

Travel Expenses from Japan

When you leave Japan, regardless of whether or not you are a JASSO scholarship recipient, you are expected to arrange your return ticket by yourself.

You will join "the HUSA Orientation Before Departure". Please follow the direction informed there.

Final Advice

You have been given an opportunity to study and live in Japan for a year or a semester, and this will become a precious asset in your life. We hope you will get the most out of it.

We hope that the information in this brochure will help you to make your preparation and your life in Japan easier. During the first weeks of your stay you will have a plethora of new experiences and information that might be difficult for you to process at once. Please take your time, and if there is any difficulty, please consult with the HUSA staff. Be aware that you are not alone in Japan and that there are many people who wish to support you here.

If there is any information that you could not find in this brochure, please contact :

[Academic matter]

- Dr. Naomi Tsunematsu by Email (ntsunema@hiroshima-u.ac.jp)
- Dr. Taiji Hotta by Email (hotta@hiroshima-u.ac.jp)

[Administration matter]

- The International Exchange Group
- 1) kokusai-ryugaku@office.hiroshima-u.ac.jp OR

Useful Websites * Please refer to the following websites on HUSA for the latest updates and news.

- 1) HUSA Program Homepage: <https://www.hiroshima-u.ac.jp/en/husa>
- 2) HUSA Program Facebook: <https://www.facebook.com/husaprogram>
Please put “ facebook Hiroshima University Study Abroad Program” in search engine.
- 3) Research/Education Homepage of Dr. Naomi Tsunematsu <http://home.hiroshima-u.ac.jp/ntsunema/>

We hope you have a pleasant trip to Japan, and your time in Hiroshima will be an unforgettable and enriching experience for you which you can remember in your lifetime.

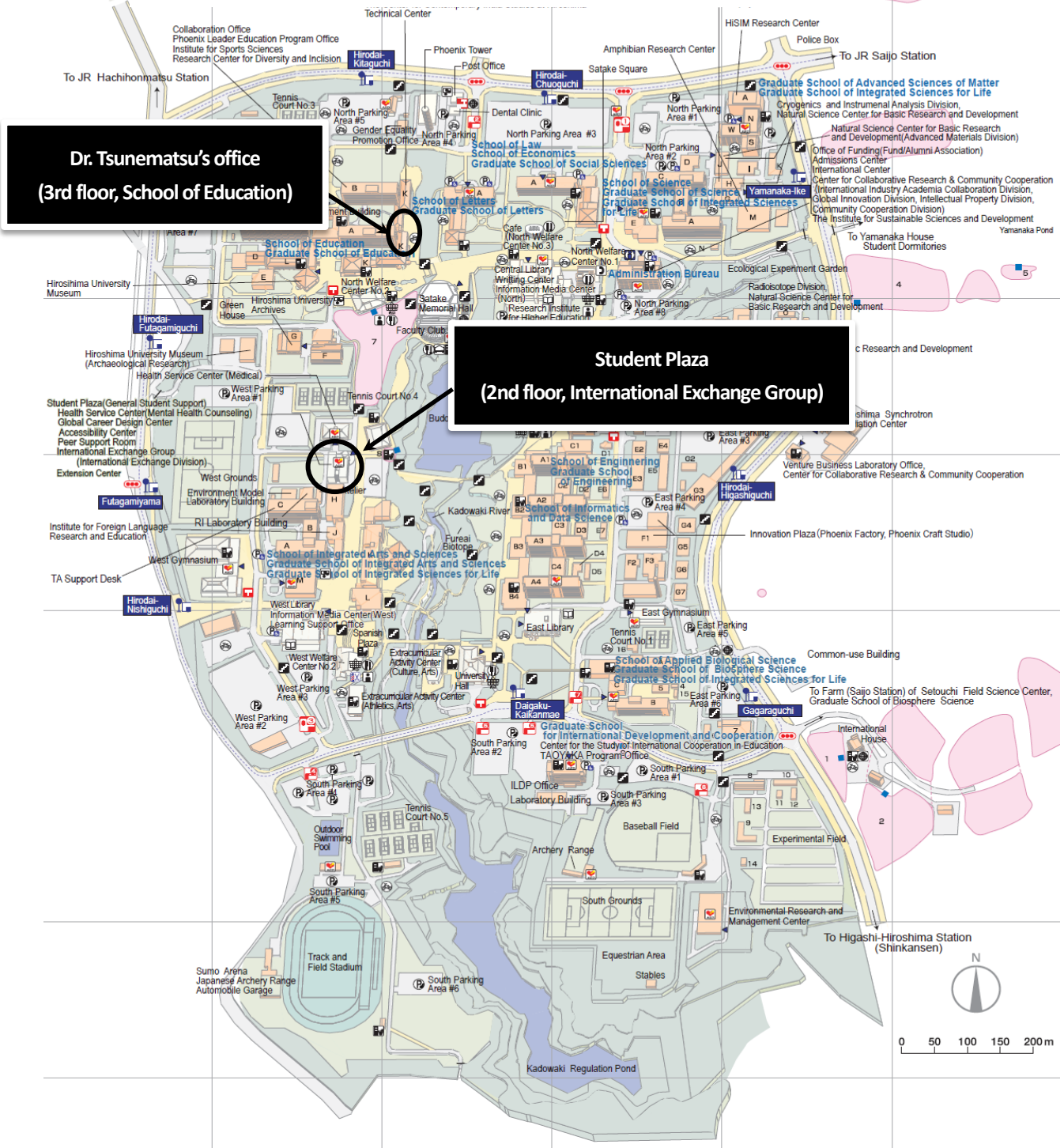
Higashi-Hiroshima, May 17, 2019

Hiroshima University Study Abroad (HUSA) Program

Hiroshima University - Higashi-Hiroshima Campus -

※ As of Apr.2019

https://www.hiroshima-u.ac.jp/system/files/116385/saijyomap_en20190326.pdf



How to Contact HUSA Staff Members

<HUSA Program: Academic Staff >

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Hiroshima University Study Abroad Program (HUSA) Hiroshima University 1-1-1Kagamiyama, Higashi-Hiroshima City 739-8524 JAPAN	

*HUSA Program Committee consists of professors from all the Faculties.

<HUSA Program: Administration Staff>

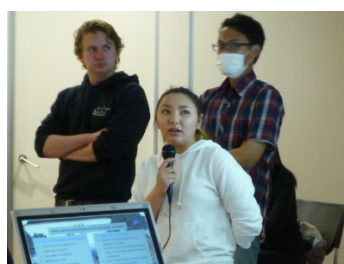
HUSA Program Administrator	Tel: +81-82-424-6188 Fax: +81-82-424-4545 Email: kokusai-ryugaku@office.hiroshima-u.ac.jp
International Exchange Group International Center, Student Plaza (2nd Floor) Hiroshima University 1-7-1 Kagamiyama , Higashi-Hiroshima City 739-8511 JAPAN	

HUSA Program Homepage http://en.hiroshima-u.jp/husa
HUSA Program Facebook https://ja-jp.facebook.com/husaprogram/
Dr. Naomi Tsunematsu's Research/Education Homepage http://home.hiroshima-u.ac.jp/ntsunema/

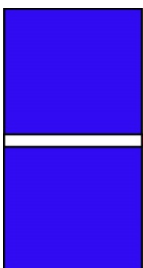
"Information for New Students" for HUSA Students (Booklet):

*Originally written by Dr. Lyckle Griek [till March 2003]

*Revised and updated by Dr. Naomi Tsunematsu & the HUSA Program Staff since April 2003.



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