

School Year 2024

April

Residence Hall Application Guidelines  
(For International Students)

December 2023

Niigata University International Office

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This application guideline is for students who wish to move in in April 2024.

※ Residents who wish to extend their stay in the Residence Halls after March 2024 to the next year have to reapply following the application guideline.

※ Research students are eligible to apply, but priority is given to degree-seeking students.

Contact: Niigata University International Office

2-8050, Ikarashi ,Nishi-Ward, Niigata City, 950-2181, JAPAN

(Located on the 3<sup>rd</sup> floor of Sogo-kyoiku-kenkyu Building 総合教育研究棟 D 棟 3 階)

TEL: +81-25-262-7026 FAX: +81-25-262-7519

Email: [intl-house@ge.niigata-u.ac.jp](mailto:intl-house@ge.niigata-u.ac.jp)

<https://www.niigata-u.ac.jp/international/>

## Application Guidelines

### 1. About Residence Halls

In order to provide its students with reliable, convenient on-campus accommodation, Niigata University established the following two residence halls. They are managed by the director of Campus Life Support Center, the Institute of Education and Student Affairs in accordance with the Regulations of Niigata University Residence Halls.

Details including total capacity, capacity for international residents, accommodation fees are as follows:

Name	Total Capacity	Eligibility	Capacity for International Students	Monthly Fee	Notes
Rikka Hall	Male Residents 100	Male students of undergraduate or postgraduate programs	20	Accommodation fee 13,000 yen  Utility expenses 7,000yen (variable)	Room Area 12.46 m <sup>2</sup>  10 residents who live in the same unit will share a restroom, washbasins, a bathroom, a dining area, a kitchen, and laundry facilities*  Air conditioner in each room  Internet access is available on an individual contract with a designated provider.
	Female Residents 100	Female students of undergraduate or postgraduate programs	20		
Ikarashi Hall	Building A 200	Male students of undergraduate programs	5 (variable)	Accommodation fee 4,300yen  Utility expenses 7,000yen (variable)	Room area 9.45 m <sup>2</sup>  Restrooms, washbasins, bathrooms, kitchen, laundry facilities are shared.  No air conditioner but heater in each room  Internet access is available on an individual contract with a designated provider.
	Building B 200	Female students of undergraduate programs	5 (variable)	Others 2,000 yen per year (variable)	

\*The Rikka Residence Hall has a pair of 10 units (male and female) with each unit accommodating 10 residents (8 Japanese and 2 international students) .

\*Utility expenses is subject to change depending on the amount resident's use each month.

## 2. Qualifications and Number of Vacancies for International Students

### Number of Vacancies for International Students

The number of vacancies is subject to change under some circumstances.

Name	Residents' Status	Number of Vacancies	Qualification / Notes
Rikka Hall (Male)	Undergraduate and graduate students	15	International students who enroll at Niigata University as undergraduate students or graduate students as of April 1, 2024. Research students who enroll at Niigata University as of April 1, 2024.*
Rikka Hall (Female)	Undergraduate and graduate students	16	
Ikarashi Hall Building A (Male)	Undergraduate students	1	International students who enroll at Niigata University as undergraduate students as of April 1, 2024.
Ikarashi Hall Building B (Female)	Undergraduate students	2	

\*Research students are eligible to apply, but priority is given to degree-seeking students.

## 3. Application Submission Period and Announcement of Admission

Application Submission Period	Announcement of Admission
Thursday, February 1, 2024 – Wednesday, February 21, 2024	Monday, March 11, 2024 13:00

Applications should be submitted to Niigata University International Office between 8:30 and 17:15 during the submission periods except Saturday, Sunday and National holidays.

They may also be submitted by postal mail or email, but they must arrive before the deadline.

**Late or incomplete applications will not be accepted.**

#### 4. Items to be submitted

Please submit the following items putting in an envelope or attaching to e-mail.

In the case that description written in the application documents turn out to be false, applicants may lose permission to accommodate.

Items	Note
Niigata University Residence Hall Application and the Statement on Family Structure and Household Income	Use the attached forms
Financial Circumstances Report (for Private-financed International Students)	Use the attached form
A copy of Enrollment Certificate or Notification of Admission	A certificate of the applicant's status at Niigata University after April 1, 2024. If the enrollment certificate has not been issued before the deadline, you should submit a copy of your admission ticket for examination, and submit a copy of the enrollment certificate by Wednesday, March 13, 2024. Research students who wish to apply for an extension of the research student period must first submit a certificate of enrollment, and as soon as the extension is permitted submit a copy of the certificate of permission.
A copy of residence card	Only if you are residing in Japan at the time of application.
A copy of passport	A copy of a page that provides personal information including the applicant's name as well as a page that specifies present status of residence.
Information Sheet	Use an attached form. Applicants will be informed their application number by this contact address.
A self-addressed envelop *If you submit by email from overseas, you do not need	Self-address an envelope (240mm×332mm). Postage stamps are not required. Residence Permit and Residence Hall Handbook will be sent to those who are admitted.

#### Notes

**(1) Do not use pencils or erasable pens (Frixion pens, etc.).**

**(2) If there are missing or unclear documents, they may not be eligible for selection as incomplete documents.**

**5. Apply to:**

Niigata University International Office

2-8050 Ikarashi, Nishi Ward, Niigata City 950-2181

(Located on the 3<sup>rd</sup> floor of Sogo-kyoiku-kenkyu Building 総合教育研究棟D棟 3階)

Tel 025-262-7026, Fax 025-262-7519

Email [intl-house@ge.niigata-u.ac.jp](mailto:intl-house@ge.niigata-u.ac.jp)

**6. Selection of Residents**

Residents will be selected by reviewing application documents.

**7. Announcement of Admission**

Application numbers of admitted residents will be also published on NU's website at

<https://www.niigata-u.ac.jp/international/>

Please confirm the certificate of admission issued on the same day.

- (1) Date: Monday, March 11, 2024 13:00
- (2) Place: Application numbers of admitted residents will be posted on NU's website.
- (3) Note: An admitted resident must notify International Office immediately if she/he decides to withdraw. This announcement is informal one. Formal admitted residents will be determined after announcements of entrance examination results.

**8. Procedures for Moving in Residence Hall**

Admitted residents will receive a Residence Hall Handbook.

Residents should follow this handbook when moving in.

**9. Date of Moving-in**

Residents will move in on the following date.

Name	Date	Contact
Rikka Hall	Monday, April 1, 2024	Rikka Hall Administrative Office: 025-262-6201
Ikarashi Hall		Ikarashi Hall Administrative Office: 025-262-6202

## 10. Duration of Residency

International students are allowed to live in the Residence Halls either for a maximum of two years, or by the date they have completed the period of enrollment required for graduation, whichever is shorter.

## 11. Other Information

- (1) Residents are not allowed to bring cars. (Cars are allowed at the time of moving)
- (2) The information desk is located inside the University CO-OP to assist students seeking private apartments.
- (3) Application documents will not be returned. The submitted documents will be used only for this selection process and will not be used for any other purpose.

**For details regarding residence halls, please view the following page (Japanese)**

Rikka Residence Hall <https://www.niigata-u.ac.jp/campus/life/residence/rikka-dormitory/>

Ikarashi Residence Hall <https://www.niigata-u.ac.jp/campus/life/residence/ikarashi-dormitory/>

TEL: Rikka Residence Hall 025-262-6201(9:30-18:30 weekdays)

TEL: Ikarashi Residence Hall 025-262-6202(9:30-18:30 weekdays)

\*This is an English translation of the original Japanese text.

## Guidelines for International Students' Admission to Niigata University Residence Halls

Approved by International Exchange Commission's Special Committee on January 31, 2012

### (Purposes)

- I The Guidelines set forth rules concerning the selection of international students to be admitted to a Residence Hall, based on those of Niigata University Residence Hall Rules.

### (Definition)

- II In the Guidelines, the meanings of the terms listed in the following items shall be as prescribed respectively in those items.
  - (1) Rikka Residence Hall: Niigata University Rikka Residence Hall.
  - (2) Ikarashi Residence Hall: Niigata University Ikarashi Residence Hall.
  - (3) International student: An international student who is permitted to stay in Japan with a status of residence "Student" or those who are expecting to have this status of residence.

### (Qualification of Applicants)

- III Applicants for Rikka and Ikarashi Residence Halls must meet the following conditions to qualify.
  - (1) To be admitted to Rikka Residence Hall, an applicant must be enrolled as a degree-seeking student in Niigata University or must be scheduled to enroll as such at the time of lodging application.
  - (2) To be admitted to Ikarashi Residence Hall, an applicant must be enrolled as a degree-seeking undergraduate student in Niigata University or must be scheduled to enroll as such at the time of lodging application.

### (Application Period for Residence Halls)

- IV The period of application will be announced separately. When there are vacancies, additional applications will be accepted after an announcement.

### (Selection Standards and Process)

- V Selection standards of applicants and process will be as follows.
  - (1) Students who wish to be admitted to a residence hall must submit application documents (with required attachment) during a specified period set forth in a separate rule.
  - (2) The selection for residents of Rikka Residence Hall will be based on application documents.

The status of applicants must be one of those described below at the time of moving in the Residence Hall. New applicants will be given priority. In the case that there are large numbers of applicants, a draw will determine who is accepted.

- ① Privately-financed international students (excluding foreign government dispatch students)
- ② Japanese government scholarship students
- ③ Foreign government dispatch students

- (3) The selection for residents of Ikarashi Residence Hall will be based on application



documents. In the case that there are large numbers of applicants, a draw will determine who is accepted, giving priority to newly enrolled undergraduate students.

(Period of Residence Permitted)

VI As a rule, residence permit for international students will be either minimum period required for graduation or for two years. Priority will be given to the earlier day. This rule is not applied to residents who were admitted to reside before April 1,2012

.Additional Guidelines on Selection Standards for International Students' Admission and Period of Residence Permitted

Approved by International Exchange Commission's Special Committee on January 31, 2012

(Purposes)

I As non-degree-seeking students, guidelines on Selection Standards and period of residence permitted are as follows.

(Application)

II Applications of non-degree-seeking students who are currently enrolled or will enroll at Niigata University will be accepted if only there is vacancy.

(Period of Residence Permitted)

III Non-degree-seeking students are allowed to stay in residence hall during the period that they are allowed to enroll at Niigata University.

(Extension of Residence Period)

IV In the case that non-degree-seeking students, who are currently residing in Rikka Residence Hall wish to extend their stay to the next year, they will be allowed only if there is vacancy.

2. In the case that described above, their residence period will be no more than two years from the date they commence to reside in Rikka Residence Hall.