

○ Kobe University Student Dormitory Rules

(Established on April 1, 2004)

Revised on: December 25, 2007,

March 31, 2011,

September 27, 2011,

and March 27, 2013

(Purpose)

Article 1 These rules set forth necessary matters concerning the administration of student dormitories of Kobe University (hereinafter referred to as "University").

(Purpose of Student Dormitories)

Article 2 The purpose of student dormitories is to provide students with a convenient residential environment for studying.

(Names of Student Dormitories)

Article 3 The University has the following dormitories:

Sumiyoshi Residence ;

Women's Dormitory ;

Kokui Residence ;

Sumiyoshi International Student House; and

Hakuo Dormitory.

(Director of Administration, etc.)

Article 4 Student dormitories shall have a Director of Administration, and the President shall assume the post of Director of Administration.

2. Important matters concerning administration of student dormitories shall be discussed by the Kobe University Student Council (hereinafter referred to as "Council").

(Accommodation Capacity)

Article 5 Student dormitories shall have the following accommodation capacities:

Sumiyoshi Residence: 194 students;

Women's Dormitory: 78 students;

Kokui Residence: 134 students;

Sumiyoshi International Student House (for men): 78 students;

Sumiyoshi International Student House (for women): 58 students;

Hakuo Dormitory (for men): 232 students;

Hakuo Dormitory (for women): 32 students; and

Total: 806 students.

(Eligibility for Residence in Dormitories)

Article 6 Persons who are eligible to reside in student dormitories shall be students in the University's faculties or graduate schools (excluding research students, auditors, special research students, special auditors, and credited auditors); provided, however, that research students and special auditors from abroad shall be also eligible to reside in dormitories.

(Application for Dormitory Residency)

Article 7 Persons who wish to reside in student dormitories must submit a prescribed dormitory application form to the Director of Administration with the documents separately specified attached to such form.

(Selection and Approval of Dormitory Residents)

Article 8 Dormitory residents shall be selected and approved by the Director of Administration according to the criteria for selection of dormitory residents separately laid down.

(Cancellation of Approval of Dormitory Residency)

Article 9 The Director of Administration shall cancel approval to reside in a dormitory if the person given approval for such residency fails to move into the dormitory by the prescribed date without due cause, or if the documents submitted under Article 7 are found to contain any false statement.

(Time to Move into Dormitories)

Article 10 New residents shall move into dormitories at the beginning of an academic year; provided, however, that dormitories may accept new residents during an academic year if assumption of residency is deemed to be necessary by the Director of Administration.

(Period of Residence in Dormitories)

Article 11 Students shall not, in principle, be permitted to reside in student dormitories, except in the case of Sumiyoshi International Student House, beyond the limits of their course durations.

2. The period of residence in Sumiyoshi International Student House shall not exceed 2 years.
3. Research students and special auditors from abroad shall not be permitted to reside in dormitories beyond their approved periods of enrollment.
4. Notwithstanding the provisions of the preceding three paragraphs, the Director of Administration may, after discussion in the Council, approve an extension of a period of residence if he or she finds that special circumstances exist.

(Payment of Rents)

Article 12 Any person who resides in a student dormitory (hereinafter referred to as "dormitory resident") must pay the prescribed rents during the period from the month in which he or she moves in through the month in which he or she vacates the dormitory, in a manner separately prescribed.

2. Rents paid shall not be refunded for any reason; provided, however, that if a dormitory resident moves out at some point during a period for which he or she has made an advance payment of rents, a portion of the amount prepaid corresponding to the rents for the months following the month in which he or she vacates the dormitory may be refunded at his or her request, after completion of the prescribed procedure.

(Exemption from Rents)

Article 13 In any of the cases described in the following items, a dormitory resident may apply for exemption from rents in the amount specified in each of those items.

- (1) Where a dormitory resident's name is removed from the school register due to his or her

demise: full amount of outstanding rents

(2) Where a dormitory resident, or a person who is principally responsible for payment of the resident's school expenses, suffers a disaster due to windstorm, flood, etc., and is deemed to have serious difficulty in paying rents: full amount of rents for a period of up to 6 months commencing from the month following the month in which such disaster occurs

(3) Where a dormitory resident's name is removed from the school register pursuant to Article 46 or Article 47 of the Kobe University General Rules for Students (established on April 1, 2004; hereinafter referred to as "General Rules for Students"): full amount of outstanding rents

2. A dormitory resident who intends to apply for exemption under item (2) of the preceding paragraph must submit an application form to the Director of Administration with required documents attached. If the period of exemption extends into the following academic year, the dormitory resident shall re-apply for further exemption at the beginning of the following academic year.

(Payment of Expenses)

Article 14 Expenses for utilities such as lighting, heat and water in student dormitories shall be paid by dormitory residents.

2. Notwithstanding the provisions of the preceding paragraph, utilities expenses for Sumiyoshi International Student House and Hakuo Dormitory shall be partially paid by the University and the portions of expenses to be borne by the University shall be separately prescribed.

3. Dormitory residents shall pay the expenses stipulated in the preceding two paragraphs by the due date each month.

(Rents during Travel, Home Return, etc.)

Article 15 A dormitory resident shall not be exempted from rents, utilities expenses, etc. even if he or she is away from the dormitory to stay out overnight, take trip, return home, etc.

(Obligation to Preserve Facilities)

Article 16 Dormitory residents shall at all times preserve the dormitory's facilities, equipment, furniture, etc. in their normal states, endeavor to maintain a comfortable environment, and observe the precautions stipulated in each of the following items.

(1) Do not use a dormitory room for any non-residential purpose.

(2) Do not carry out any modification work on facilities, equipment, or furniture.

(3) Endeavor to ensure fire protection management, preservation of health and hygiene, disaster prevention, etc., follow the instructions of the Director of Administration, and cooperate with the Director of Administration in such efforts.

2. If a dormitory resident causes loss of, damage to, or breakage of facilities, equipment, or furniture, whether intentionally or through negligence, he or she shall make compensatory payment for expenses incurred in restoration thereof.

(Application for Vacating)

Article 17 A dormitory resident who wishes to vacate a dormitory after or during his or her

permitted period of residence shall submit, in advance, a prescribed application form for vacating the premises to the Director of Administration and obtain his or her approval.

2. Temporary vacating of a dormitory for a period of the spring, summer, or winter break as stipulated in paragraph 1 of Article 9 of the General Rules for Students shall not be permitted.

(Expulsion from Dormitories)

Article 18 The Director of Administration shall direct a dormitory resident to immediately vacate his or her dormitory in any of the following cases:

(1) Where a dormitory resident loses his or her student status at the University

(2) Where the period of residency as stipulated in Article 11 has elapsed

2. The Director of Administration may direct a dormitory resident to vacate his or her dormitory, following deliberation in the Council, in any of the following cases:

(1) Where a dormitory resident is suspended expelled from the University

(2) Where a dormitory resident takes leave of absence from school or studies abroad for a long period.

(3) Where a dormitory resident fails to pay rents under Article 12 or expenses under Article 14 for more than 3 months and does not make a payment despite being given a reminder

(4) Where a dormitory resident is found to be unfit for communal living due to infection with a contagious disease or for any other health and hygienic reason

(5) Where a dormitory resident's behavior infringes standards of morality or disrupts order in the student dormitory

(6) Any other case where a dormitory resident's behavior violates any of these rules and significantly impedes administration of the student dormitory

3. A dormitory resident who vacates his or her dormitory pursuant to the provisions of item (2) of the preceding paragraph may apply for re-admission to the dormitory following a period of leave of absence from school, a period of study abroad, etc.

(Inspection at Time of Vacating)

Article 19 Before a dormitory resident vacates his or her dormitory room, an inspection of equipment, furniture, etc. contained within such room will be carried out by a person designated by the Director of Administration.

(Prohibition on Lodging of Non-residents)

Article 20 Dormitory residents shall not allow any person(s) other than dormitory residents to stay in their rooms.

(Dormitory Code)

Article 21 Dormitory residents shall establish a self-governance code for each dormitory to ensure amenable cohabitation in respective student dormitories.

2. Establishment or modification of a code as provided for in the preceding paragraph shall require approval by the Director of Administration.

(Administrative Work)

Article 22 Administrative work related to student dormitories shall be carried out by the

Student Support Division, Student Affairs Department.

(Revision or Abolition of Rules)

Article 23 Revision or abolition of these rules shall require deliberation in the Council.

(Miscellaneous Provisions)

Article 24 In addition to the matters provided for in these rules, other necessary matters concerning administration of student dormitories shall be prescribed separately.

Supplementary Provisions

1. These rules shall come into effect on April 1, 2004.
2. With regard to those enrolled as of March 31, 2004, the provisions then in force, except for the provisions in Articles 12 and 13, shall remain applicable.

Supplementary Provisions (December 25, 2007)

These rules shall come into effect on December 25, 2007.

Supplementary Provisions (March 31, 2011)

These rules shall come into effect on April 1, 2011.

Supplementary Provisions (September 27, 2011)

These rules shall come into effect on October 1, 2011.

Supplementary Provisions (March 27, 2013)

These rules shall come into effect on April 1, 2013.