

Guidelines for AIU Student Housing

March 31, 2006

Determined by the Chair of the Board

Detailed Regulations No. 20

(Purpose)

Article 1: The purpose of these guidelines is to stipulate regulations concerning the management of University Village apartments (hereinafter called 'UV apartments'), Global Village apartments (hereinafter called 'GV apartments'), Sakura Village apartments (hereinafter called 'SV apartments'), and Graduate House on the basis of Article 55 of AIU Institutional Policies and Regulations.

(Addresses, names, and fixed numbers of occupants)

Article 2: The addresses, names, and fixed numbers of occupants of UV apartments, GV apartments, SV apartments, and Graduate House are as follows:

(1) University Village:

Address: 193-8 Okutsubaki-aza, Tsubakidai, Yuwa, Akita City, Akita Prefecture

Capacity: 158 (79 rooms)

(2) Global Village:

Address: 193-4 Okutsubaki-aza, Tsubakidai, Yuwa, Akita City, Akita Prefecture

Capacity: 100 in single rooms (100 rooms), 184 in double rooms (92 rooms), 4 in barrier-free rooms (4 rooms).

(3) Graduate House:

Address: 194-6 Okutsubaki-aza, Tsubakidai, Yuwa, Akita City, Akita Prefecture

Capacity: 24 in triple rooms (8 rooms).

(4) Sakura Village:

Address: 193-17 Okutsubaki-aza, Tsubakidai, Yuwa, Akita City, Akita Prefecture

Capacity: 105 in triple rooms (35 rooms), 2 in barrier-free rooms (2 rooms).

(Number of occupants)

Article 3: The purpose of AIU Student Housing is to provide students with a comfortable living environment where they can devote themselves to their studies on campus.

(Intended occupants)

Article 4: Those eligible to live in UV-GV-SV apartments shall be of the same gender (double-occupancy rooms only), and in any of the following positions:

(1) a regular student admitted to the University in or after his/her second year.

(2) a graduate school student of the University

(3) a non-degree seeking international student taking a certain number of courses

(4) a person approved by the President under special circumstances

Article 5: Those eligible to live in Graduate House shall be of the same gender (triple-occupancy rooms only), and in any of the following positions:

(1) a graduate school student of the University

(2) a pre-graduate student

(3) a person approved by the President under special circumstances

(Period of occupancy)

Article 6: In principle, continuous occupancy of AIU Student Housing is one year or less.

The period, however, can be extended to two years or shorter upon application.

(Students' right and duties)

Article 7: In order to maintain an orderly life in AIU Student Housing, those who reside in either (hereinafter called 'occupants') shall have the following rights and duties:

(1) Occupants shall not discriminate against other occupants and shall not be discriminated against on the basis of race, gender, age, religion or nationality.

(2) Occupants shall be responsible for their actions and the consequences thereof.

(3) Occupants shall not infringe upon the rights of other occupants or do anything that obstructs the management of AIU Student Housing.

(4) Occupants shall have the right to live in a safe, sanitary, and favorable living environment as well as the duty to maintain that environment.

(Management of UV-GV-SV apartments)

Article 8: With the purpose to support occupants and maintain UV-GV-SV apartments, resident assistants (RA), whom live in the apartments will be assigned.

2. Occupants shall have the right to contribute to the management of AIU Student Housing when requested.

(Entry into AIU Student Housing)

Article 9: The President shall have the authority to have University staff enter any of the rooms in AIU Student Housing if an emergency so requires.

(Moving in/Moving out)

Article 10: Those who wish to move into AIU Student Housing shall gain the President's approval by submitting the Application for Moving into AIU Student Housing (Form).

2. Occupants shall submit the Notification of Moving into AIU Student Housing to the President as soon as they move in.

3. Those who move out shall submit the Leaving Notification for AIU Student Housing to the President two weeks before they do so.

(Payment)

Article 11: Occupants shall pay their rents for AIU Student Housing and the expenses

for management, as well as those not covered by the University.

2. Details of the rents for AIU Student Housing and the expenses to be covered by occupants shall be stipulated in another document.

(Duties concerning the maintenance of facilities)

Article 12: Occupants shall have a duty to keep their rooms and the common facilities (hallways, stairs, laundry rooms, etc.) in normal condition at all times and shall not do any of the following:

- (1) use their rooms for purpose other than living
- (2) tamper with or damage any of the facilities or equipment
- (3) sublet their rooms to another person
- (4) let a person or persons other than themselves reside in their rooms
- (5) smoke in non-designated areas
- (6) bring in or use dangerous articles and/or drugs such as marijuana, hallucinogens, or stimulants
- (7) duplicate their room key
- (8) keep a pet in their room
- (9) use fireworks, crackers, fake guns, barbecues, incense, charcoal, candles, and fire equipment in or around AIU Student Housing.
- (10) use of any gas range/stove except for the one pre-installed in the room
- (11) cause trouble to other occupants by making noise, giving off an unpleasant smell or engaging in any other annoying activity
- (12) spoil the appearance of AIU Student Housing.
- (13) engage in other activities forbidden by the President

2. Occupants must cooperate with fire and disaster prevention, as well as instructions given by the University for the sake of the management of AIU Student Housing.

3. In case an occupant is deemed responsible for damaging any of the facilities or equipment at AIU Student Housing, he or she shall pay for the damage.

(Disciplinary action)

4. Occupants must obey silent time, which shall begin at midnight every night.

Article 13: The President shall mete out disciplinary action, such as eviction (including temporary eviction), to those who

- (1) is subjected to any of the disciplinary measures stipulated in Article 57 of AIU Institutional Policies and Regulations.
- (2) cause significant trouble to other occupants through disorderly conduct or any other disturbing behavior.
- (3) are three months or longer in arrears with the payment of the expenses stipulated in

Article 11.

(4) engage in any of the acts covered in Article 12 Paragraph 1.

(5) violate any of the rules governing the application of the law or AIU Institutional Policies and Regulations, in addition to the regulations covered in the preceding items.

(Moving out)

Article 14: An occupant who falls under any of the following categories shall move out as soon as possible in case he or she

(1) is no longer a student at the University due to graduation, withdrawal, removal from the University's register, transfer to another university and other reasons.

(2) takes a leave of absence.

(3) submits the Leaving Notification for AIU Student Housing covered in Article 10 Paragraph 3.

(4) overstays period of occupancy specified in Article 6.

(5) exceeds the period of occupancy stipulated in Article 13.

2. The President shall have the authority to evict an occupant deemed unfit to reside in Student Apartments due to illness or other reasons.

3. When an occupant moves out, he or she shall have his or her room checked for damage. In case he or she is found to have caused damage to the room, he or she shall pay for the damage.

(Protection of personal information)

Article 15: Personal information obtained for the purpose of the management of AIU Student Housing shall be used exclusively for that purpose.

(Other)

Article 16: Items necessary for the implementation of these guidelines shall be stipulated in another document.

Supplementary provision:

These guidelines shall be enforced beginning on March 31, 2006.

Supplementary provision:

These guidelines shall be enforced beginning on March 26, 2007.

Supplementary provision:

These guidelines shall be enforced beginning on March 21, 2009.

Supplementary provision:

These guidelines shall be enforced beginning on December 1, 2009.

Supplementary provision:

These guidelines shall be enforced beginning on April 1, 2010.

Supplementary provision:

These guidelines shall be enforced beginning on April 1, 2011.

Supplementary provision:

These guidelines shall be enforced beginning on March 1, 2013.

Supplementary provision:

These guidelines shall be enforced beginning on November 20, 2017.