

Handling Procedures for Student Dormitory Fees (Komachi Hall), and Student Apartments (Global Village, University Village, Sakura Village, and Graduate House) at Akita International University

March 1, 2007

Determined by the Chair of the Board

Detailed Regulations No. 21

Article 1 (Purpose)

The purpose of the Handling Procedures is to provide necessary matters for handling the fees for student dormitory (Komachi Hall), and student apartments (Global Village, University Village, Sakura Village, and Graduate House) based on Article 55 of the **University Regulations of AIU**.

Article 2 (Fee for Student Dormitory)

1 The usage fee shall be collected from students who reside in the student dormitory at the rates listed in **Table 1**.

2 Monthly usage fees prescribed in the preceding Paragraph shall be collected by April 3 for the period from April to August and by September 3 for the period from September to March.

3 The cleaning fee at the time of leaving shall be collected at the time of move-in along with the monthly usage fee.

4 If it is deemed that there is an unavoidable reason, payment of the usage fee may be deferred or made by means of installment payment, and the usage fee for one year may be paid in a lump sum upon request by the tenant.

Article 3 (Fees for Student Apartment and Student Lodging)

1 The fees shall be collected from students who reside in the student apartments at the rates listed in Table 2, 3, 4, and 5. The monthly usage fee shall include heating, lighting and water expenses.

2 The monthly fee for the month of move-in and cleaning fee at the time of leaving shall be collected at the time of move-in and subsequent monthly fees shall be collected no later than the 25th day of previous month. In addition, monthly usage fees for multiple months may be collected in a lump sum.

3 Notwithstanding the provisions specified in the preceding items, expenses pertaining to the replacement of electric lamps and fluorescent lamps, cleaning fee at the time of leaving, and charges for insurance for each room shall be wholly borne by the tenant.

Article 4 (Usage Fee for Tenant in Short Program)

In cases where there exist particular reasons such as students who stay for the purpose of participating in short programs, the usage fee shall be determined separately.

Article 5 (Handling of Change in Type and Period of Use)

1 If a student's housing situation changes due to unavoidable circumstances and the fee required changes due to this change, the difference between the amount due and the amount paid shall be reimbursed or charged to the student as necessary.

2 If the student moves in or out in the middle of the month and the period of the tenant's occupancy in that month is 15 days or less, half of the monthly fee shall be collected, and if the monthly usage fee has been already collected, half of the rate shall be refunded. If a student moves in or out in the middle of a month and the period of his/her occupancy in that month is 16 days or more, the full amount of the monthly fee shall be collected, and even if the tenant leaves in the middle of the month, no amount shall be refunded.

3 Cleaning fees at the time of leaving shall not be refunded.

Article 6 (Account for Refund)

The refund of fees prescribed in Article 5 shall be transferred to the account designated by the student using the appended form (Form No. 1).

Table 1 (Article 2-related usage fee for student dormitory "Komachi Hall")

	Per person
Monthly usage fee, including wheelchair accessible room	20,000 yen
Cleaning fee at the time of leaving	3,500 yen

Table 2 (Article 3-related usage fee for University Village)

	For single use	For double use (Per person)
Monthly usage fee Heating, lighting and water expenses are included	42,000 yen	23,000 yen
Cleaning fee at the time of leaving	9,000 yen	4,500 yen

Table 3 (Article 3-related usage fee for Global Village)

	For single room	wheelchair accessible room
Monthly usage fee Heating, lighting and water expenses are included	42,000 yen	42,000 yen
Cleaning fee at the time of leaving	7,000 yen	8,000 yen

	For double room (single use)	For double room (double use, per person)
Monthly usage fee Heating, lighting and water expenses are included	44,000 yen	24,000 yen
Cleaning fee at the time of leaving	8,000 yen	4,000 yen

Table 4 (Article 3-related usage fee for Graduate House)

	Per person
Monthly usage fee Heating, lighting and water expenses are included	36,000 yen
Cleaning fee at the time of leaving	7,500 yen

Table 5 (Article 2-related usage fee for Sakura Village)

	Per person	wheelchair accessible room
Monthly usage fee Heating, lighting and water expenses are included	40,000 yen	40,000 yen
Cleaning fee at the time of leaving	7,500 yen	8,000 yen

Supplementary Provision

The Handling Procedures shall come into force as from March 1, 2007.

Supplementary Provision

The Handling Procedures shall come into force as from September 1, 2008.

Supplementary Provision

The Handling Procedures shall come into force as from April 1, 2010.

Supplementary Provision

The Handling Procedures shall come into force as from April 1, 2011.

Supplementary Provision

The Handling Procedures shall come into force as from January 1, 2012.

Supplementary Provision

The Handling Procedures shall come into force as from March 1, 2013.

Supplementary Provision

The Handling Procedures shall come into force as from April 1, 2018.