

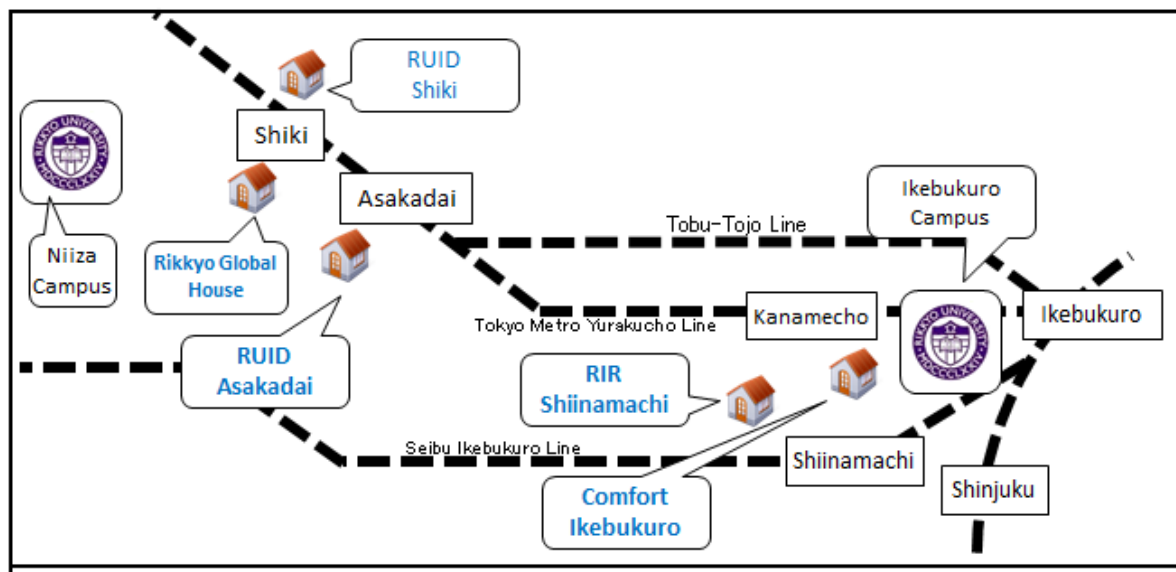
## Frequently Asked Question

(Updated September 2018)

### Dormitory<Common Questions>

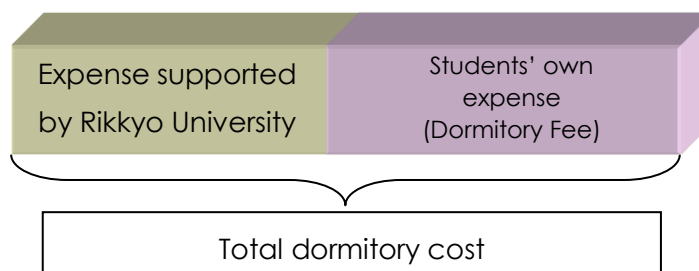
#### Q : Where are the dormitories located?

A : Rikkyo University currently has five kinds of accommodation in cooperation with external contractors by signing the rental contract; one in Asakadai (Saitama prefecture), one in Shiki (Saitama prefecture), one in Niiza (Saitama prefecture), one in Kanamecho (Toshima-ku, Tokyo) and the other in Shiinamachi (Toshima-ku, Tokyo). All these dormitories are easily accessible to both Ikebukuro and Niiza campuses.



#### Q : Is there any financial support for the resident of dormitory?

A : In order to provide accommodation at reasonable price, Rikkyo University signs the housing contract with real estate agents for a several-year period and the students only need to bear part of the total costs in the form of the dormitory fee. This subsidy for housing expenses helps to reduce the financial burden placed on international students during their stay in Japan.



Dormitory fee will be charged per semester. Expenses other than dormitory fee are basically charged monthly and must be paid by the due date through the designated way of the cooperated management company in cash. **Installment payment and credit card payment are not available.**

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### Q : How much is the student commuter pass?

A : Please refer to the chart below (as of August 2018):

Stations	1 Month	3 Months	6 Months
Ikebukuro - Asakadai	4,110 yen	11,720 yen	22,200 yen
Ikebukuro - Shiki	4,180 yen	11,920 yen	22,580 yen
Shiki - Asakadai	1,590 yen	4,540 yen	8,590 yen
Shiki - Shiinamachi	5,490 yen	15,660 yen	29,660 yen

(via the quickest route)

### Q : I heard that the dormitories have curfew. What time do I have to return? (except Comfort Ikebukuro)

A : The front door closes at 12:00 a.m. If you need to come home after curfew, you must notify the dormitory manager in advance (As for Rikkyo Global House, you do not need to make a call). Be sure to return to the dormitory by the time the front door closes even when you have a part-time job at night.

### Q : Can I visit my friend's room in the dormitory?

A : **You can visit your friends of the same sex, but not of the opposite sex.** Dining room is open to all residents for this purpose.

### Q : When do I have to move out of the dormitory?

A : Please refer to the chart below:

Study Period	Length of Stay	Maximum Stay Allowed* (Prior notification required)
Spring only (4 months)	March 22 – July 31, 2019	August 6, 2019
Fall only (6 months)	September 1, 2019– February 29, 2020	March 9, 2020
One academic year (11 months)	Spring admission: March 22, 2019 – February 29, 2020 Fall admission: September 1, 2019 – July 31, 2020	Spring admission: March 9, 2020 Fall admission: August 6, 2020 (TBA)

\*If you wish to extend your stay after the end of the contract period (maximum stay allowed is stated above), you must notify the International Office in advance. You need to pay the dormitory fee for your extended stay and other fees incurred by the extension.

Please note that the date of maximum stay allowed differs depending on the academic year and the date for the academic year 2019 is set as above.

### Q : Can I move out in the middle of the contract period?

A : Since you sign the housing contract for a whole semester, you need to stay at the dormitory until your contract period ends. If you need to move out of the dormitory for some unexpected circumstances, you must obtain the special approval from the International Office and pay for the full amount of any costs and fees incurred during your contract period. Note that there is no refund in the dormitory fee.

### Q : Can I send my luggage to the dorm before arriving in Japan?

A : If you are planning to ship your luggage to the dorm, you may send them prepaid and only when

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they are to be delivered after your arrival.

### Q : Why is my contract period shorter than my study period?

A: Dormitory's contract is based on a semester basis. Those who are supposed to study at Rikkyo for one academic year and wish to continue residing at the dormitory for the second semester must submit "Continuation Notice" as well as the signed contract by the due date.

【Due date】 Spring (April) admission : early June

Fall (September) admission : early December

For those who are supposed to study at Rikkyo for one academic year, you need to cover the dormitory fee for August (spring admission) or March (fall admission) if you wish to continue living in the dormitory for your entire study period.

### Q : When/How should I pay the dorm fee for the first semester?

A : The invoice for the dorm fee will be sent to you before your arrival in Japan (spring semester: late February, fall semester: mid-August). The fee can be paid by international bank transfer. Credit card payment is not available.

### Q : How long can I reside in the dormitory?

A : The maximum period of residence shall be 11 months. If you plan to study at Rikkyo University more than 11 months, you must move-out of the dorm no matter what reasons.

### Q : Why is my contract period of bedclothes leasing shorter than my study period? (except Comfort Ikebukuro)

A : Bedclothes leasing is based on a semester basis as well as dormitory's contract. Those who are supposed to study at Rikkyo for one academic year and wish to continue bedclothes leasing for the second semester must submit "Continuation Notice" as well as the signed contract by the due date. Also, you need to pay the remaining balance of the second semester after deducting the amount of the first semester from the total amount.

### Q : Are there someone who will support my dormitory life? (except Comfort Ikebukuro)

A : There are resident supporters (Japanese students and Degree-seeking international students) in each dormitory. They live in the dorm and support your dormitory life.

### Q : Can I move to another dormitory?

A : You cannot move to another dormitory because you must apply for a room on condition that you are willing to stay in any of the dormitories.

### Q : Can I smoke in the dormitory?

A : Smoking is strictly prohibited in the dormitory. You cannot smoke even at the balcony.

### Q : Aren't dorm rules such as curfew, smoking, etc. very strict?

A : You should be aware that you opted to live in a dorm by accepting to follow the dorm rules to live safely and comfortably in a communal living. If you feel the rules are too strict, it might be better for you not to choose to live in a dorm but to find an apartment on your own. Please note that if you

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violate the rules, you will be subjected to displacement from the dorm (you still need to pay all the dorm fee during the contract period). If you are a recipient of the dorm scholarship, you may be asked to return the scholarship (pay the dorm room fee waived by the scholarship).

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### Dormitory <RUID Asakadai · RUID Shiki>

#### Q : What are the room rate and other charges?

A : Please refer to the chart below:

RUID Asakadai · RUID Shiki	
<b>Dormitory Fee</b>	(One academic year, 11 months) approximately ¥550,000~¥570,000
	(Spring only, 4 months (subject to change) ) approximately ¥220,000
	(Fall only, 6 months) ¥300,000
<b>Fire Insurance *</b>	¥3,000 (one-time)
<b>Utility Fees**</b>	¥5,706 + amount used (per month)

\*Fire Insurance is mandatory. The premium is subject to change.

\*\*Utility charges are subject to change.

\*\*\*Loss or damage to residence property may be charged when students move out.

The Dormitory fee will be charged per semester. Expenses other than dormitory fee are charged monthly and must be paid by the due date through the designated way of the cooperated management company. The year-long residents must cover the costs for August (April admission) or March (Fall admission). You cannot move out of the dormitory temporarily during the vacation period.

#### Q : What are utility fees?

A : Utility fees include service charge and facility fee for electricity, room phone, Internet and other maintenance fees which all the dorm residents must pay monthly. In addition, you need to pay the fee for your usage of electricity, etc.

#### Q : When can I move into the dormitory?

A : New residents need to check into the dormitory between 9:00a.m. and 5:00p.m. from Monday to Saturday. If arriving after 5:00p.m., you need to arrange your accommodation on your own and check into the dorm on the next day. Please note that you cannot check-in on Sundays and National Holidays. Make sure you enter Japan at least the day before the orientation starts.

#### Q : Can I check out the dorm any time when returning to my home country?

A : You can check out the dorm between 7:00a.m. and 6:00p.m. from Monday to Saturday. You cannot check out outside the hours above, Sundays and National Holidays.

#### Q : Will meals be served? May I prepare meals in my room?

A : The optional meal plan can be added with additional charge and it costs 17,100 yen per month for breakfast and dinner (The price will be revised from October, 2019). Please note that meals will not be served on Sundays, national holidays and some specific days. You may also prepare meals on your own. Each room comes with an electronic cooker and a refrigerator.

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**Q : I have applied for the optional meal plan. Will meals be served upon arrival outside the contract period?**

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A : Meals are not served in March (Spring admission). Each room has an electronic cooker and a refrigerator, so you may prepare meals on your own.

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**Q : I added the optional services (meal plan, bedclothes leasing). When/How should I make a payment?**

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A : The optional services fee is payable after you arrive in Japan by bank transfer in cash. Meal plan is paid every month while bedclothes leasing is paid all at once at the first month. Credit card payment is not available.

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**Q : How long does it take from the dormitories to the nearest stations?**

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A : Both RUID dormitories are located with the vicinity of the Tobu Tojo Line. From RUID Asakadai, it only takes 1 minute on foot to Asakadai station. From RUID Shiki, it takes about 5 minutes on foot to Shiki station. There are supermarkets, banks, and other shops located in both Asakadai and Shiki areas for your convenience.

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**Q : What is the room like?**

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A : It is a single room with a bathroom (with a sink, a bathtub and a shower), a toilet, a mini-kitchen unit, and a balcony. Each room also comes with a bed (frame only, no mattress), a desk, a chair, a desk lamp, a closet, a shoe box, a refrigerator, a room phone, and an Internet connection (need a LAN cable (not provided). No wireless internet connection).

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**Q : Where can I do the laundry?**

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A : Laundry rooms are separated by gender and located on the 1st floor. The laundry rooms are open daily from 7:00 a.m. to 11:00 p.m. While washing machines can be used for free of charge, you must pay for the dryers.

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**Q : Can I bring guests to the dormitory?**

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A : You can bring your guests to the dormitory, but you need to use the recreation room (dining room) for their visit. **You cannot let the guests enter your room regardless of their gender.**

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**Q : Can I let my friends stay over in my room?**

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A : As a rule, you cannot let your guests (including your family) stay over in your room at RUID. Your family members can stay in the guest room, which can accommodate up to 2 people for 2 nights. The room costs 4,320 yen per night and needs to be reserved in advance.

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**Q : Can I make a reservation for the guest room for my family on my arrival/departure?**

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A : You cannot make reservations for the guest room during the periods of students' checking-ins and

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checking-outs, when congestion of reservation is expected. Please make accommodation arrangements for your family on your own during such periods.

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### Dormitory <RIR Shiinamachi>

#### Q : What are the room rate and other charges?

A : Please refer to the chart below:

RIR Shiinamachi	
Dormitory Fee*	(One academic year, 11 months) approximately ¥1,010,000~¥1,030,000
	(Spring only, 4 months (subject to change) ) approximately ¥410,000
	(Fall only, 6 months) ¥570,000

\*The dormitory fee includes food service fee (breakfast and dinner), utility fee, Internet fee, security support fee and cleaning fee.

\*\* You are required to purchase a full meal plan (it is mandatory).

\*\*\*Loss or damage to residence property may be charged when students move out.

The Dormitory fee will be charged per semester. Gas fee will be charged additionally other than dormitory fee and it is charged monthly (approximately ¥4,000 per month). You must be paid it by the due date through the designated way of the cooperated management company. The year-long residents must cover the costs for August (April admission) or March (Fall admission). You cannot move out of the dormitory temporarily during the vacation period.

#### Q : When can I move into the dormitory?

A : New residents need to check into the dormitory between 9:00a.m. and 5:00p.m. from Monday to Saturday. If arriving after 5:00p.m., you need to arrange your accommodation on your own and check into the dorm on the next day. Please note that you cannot check-in on Sundays and National Holidays. Make sure you enter Japan at least the day before the orientation starts.

#### Q : Can I check out the dorm any time when returning to my home country?

A : You can check out the dorm between 10:00a.m. and 4:30p.m. from Monday to Saturday. You cannot check out outside the hours above, Sundays and National Holidays.

#### Q : Will meals be served? May I prepare meals in my room?

A : All residents of RIR Shiinamachi must purchase a meal plan for breakfast and dinner. Kitchen units are not placed inside the rooms or in common areas of this dormitory, so you cannot cook for yourself.  
 ※Please note that meals will not be served on Sundays, national holidays. Meals are also not served during summer vacation time (five days in the middle of August), winter vacation time (five days during year-end and new-year) or spring vacation time (11 days at the end of March: March 21 to March 31). You will be charged the same amount of the fee for the meal even in these months.



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**Q : I have applied for the optional services (bedclothes leasing). When/How should I make a payment?**

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A : Dormitory fee should be paid all at once before you leave for Japan by international bank transfer. However, the optional service (bedclothes leasing) fee is to be collected after your arrival in Japan all at once in cash by International Office. Please have the exact change ready.

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**Q : How long does it take from the dormitories to the nearest stations?**

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A : There are Shiinamachi station (Seibu Ikebukuro Line) and Kanamecho station(Tokyo Metro Yurakucho Line) near RIR Shiinamachi. It takes 7 minutes to Shiinamachi station and 9 minutes to Kanamecho station on foot from RIR Shiinamachi. Also, RIR Shiinamachi is located within walking distance of Ikebukuro Campus. There are supermarkets, banks, and other shops located around RIR Shiinamachi for your convenience.

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**Q : What is the room like?**

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A : It is a single room with a bath room, a toilet, a hand washing sink, an air conditioner, a closet, a video entry phone, an Internet for 24-hour connection (need a LAN cable (not provided). No wireless internet connection), a gas-fired water heater, and a bathroom dryer. Each room also comes with a lamp, a refrigerator, a washing machine, a bed (with mattress), a desk, a chair, a chest, and a TV stand, etc.

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**Q : Where can I do the laundry?**

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A : The washing machine is installed in each room. However, there is no dryer in your room or RIR Shiinamachi. You'll need to prepare such items as clothespins for hanging your laundry for drying.

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**Q : Can I bring guests to the dormitory?**

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A : You can bring your guests to the dormitory, but you need to use the recreation room (dining room) for their visit. **You cannot let the guests enter your room regardless of their gender.**

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**Q : Can I let my friends stay over in my room?**

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A : As a rule, you are allowed to bring up to two family members (parents or the same-sex family members) as guests in your room for the maximum of two nights.

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**Q : Why is the dormitory fee higher than the other dormitories of Rikkyo?**

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A : The dormitory fee includes food service fee (breakfast and dinner), utility fee, Internet fee, security support fee and cleaning fee. Also, RIR Shiinamachi is located within walking distance of Ikebukuro Campus, so you do not need to bear commuting expenses.

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### Dormitory <Rikkyo Global House>

#### Q : What are the room rate and other charges?

A : Please refer to the chart below:

Rikkyo Global House	
<b>Dormitory fee</b>	(One academic year, 11 months) approximately ¥355,000~¥373,000
	(Spring only, 4 months (subject to change) ) ¥163,000
	(Fall only, 6 months) ¥205,000
<b>Utility Fee and Internet Fee*</b>	Included in the dormitory fee

\*The dormitory fee includes utility fee, Internet fee and cleaning fee. However, you will be charged for the amount of electricity that exceeds 100kWh per month.

\*\*Loss or damage to residence property may be charged when students move out.

The Dormitory fee will be charged per semester. The year-long residents must cover the costs for August (April admission) or March (Fall admission). You cannot move out of the dormitory temporarily during the vacation period.

#### Q : When can I move into the dormitory?

A: You can move into the dormitory between 9:00a.m. and 5:00p.m. from Monday to Saturday. If your arrival time at dormitory is after 5:00p.m., you need to arrange your accommodation on your own. Please note that you cannot check-in on Sundays and National Holidays. Make sure you enter Japan at least the day before the first orientation starts.

#### Q : Can I check out the dorm any time when returning to my home country?

A : You can check out of the dorm between 9:00a.m. and 6:00p.m. from Monday to Saturday. You cannot check out outside the hours above, Sundays and National Holidays.

#### Q : Will meals be served? May I prepare meals in my room?

A : Meals are not served at Rikkyo Global House. Kitchens are not installed in each room but one shared kitchen is placed on the 1st floor. Please be considerate of others when using the kitchen.

#### Q : I have applied for the optional services (bedclothes leasing). When/How should I make a payment?

A : Dormitory fee should be paid all at once before you leave for Japan by international bank transfer. However, the optional service (bedclothes leasing) fee is payable after you arrive in

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Japan at convenience stores in cash all at once. Credit card payment is not available.

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### Q : How long does it take from the dormitory to the nearest stations?

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A: Rikkyo Global House is located with the vicinity of the Tobu Tojo Line. It only takes 3 minutes from Shiki station, and 15 minutes on foot to Niiza Campus. There are a big supermarket, restaurants, fast-food shops, banks, and other shops located in Shiki areas for your convenience.

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### Q : What is the room like?

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A: It is a single room with Bed(with mattress), air conditioner, mini refrigerator, desk, chair, bookshelf, Internet connection point (Wi-Fi), curtains, and a washstand. Showers and toilets are not placed inside a room. Showers are placed on the 1st floor and separated by gender.

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### Q : Where can I do the laundry?

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A: Laundry rooms are located on the 1st floor. The laundry rooms are open daily from 6:00 a.m. to 12:00 a.m. While washing machines can be used for free of charge, you must pay for the dryers.

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### Q : Is there an elevator?

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A : Elevators are not placed in the building.

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### Q : Can I bring guests to the dormitory?

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A : You can bring your guests to the dormitory, but you need to use the recreation room (dining room) for their visit. **You cannot let the guests enter your room regardless of their gender.**

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### Q : Can I let my parents or friends stay over in my room?

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A : As a rule, you are not allowed to let your guests (including your family) stay over in your room.

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### Q : Do I have to take off my shoes in the dormitory?

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A : You must take off your shoes when you enter Rikkyo Global House and need to wear slippers/indoor sandals so if you don't have time to buy one upon arrival, it may be better for you to bring one.

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### Comfort Ikebukuro

#### Q : What are the room rate and other charges?

A : Please refer to the chart below:

Comfort Ikebukuro	
<b>Dormitory Fee*</b>	(One academic year, 11 months) approximately ¥678,000~¥704,000
	(Spring only, 4 months (subject to change) ) approximately ¥284,000
	(Fall only, 6 months) approximately ¥378,000
<b>Utilities and Internet charges**</b>	¥11,500 (per month)

\*Dormitory fee includes cleaning fee and fire insurance fee.

\*\*Utilities and internet charges are subject to change in the future.

\*\*\*Loss or damage to residence property may be charged when students move out.

The dormitory fee is charged per semester. Expenses other than dormitory fee are charged monthly and must be paid by the due date through the designated way of the cooperated management company. The year-long residents must cover the costs for August (April admission) or March (Fall admission). You cannot move out of the dormitory temporarily during the vacation period.

#### Q : When can I move into the dormitory?

A : New residents need to check into the apartment between 9:00a.m. and 5:00p.m. from Monday to Friday. If arriving after 5:00p.m., you need to arrange your accommodation on your own and check into the apartment on the next day. Please note that you cannot check-in on Saturdays, Sundays and National Holidays. (Note: Although students can check-in on Saturdays as for other dormitories, residents of Comfort Ikebukuro cannot check-in on **Saturdays**.)

#### Q : Is there any space where I can interact with the other residents?

A : Since Comfort Ikebukuro is an apartment-type dormitory, there is no such a space.

#### Q : How can I get the key when moving in to this apartment type dorm?

A : There is no dorm manager/apartment manager resides in this apartment. Therefore, you should come to the International Office first to have an explanation on rules and a key, and then move in to the dorm.

#### Q : Can I check out the dorm any time when returning to my home country?

A : You can check out the dorm between 9:30 a.m. and 4:30p.m. from Monday to Friday. You cannot

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check out outside the hours above, Saturdays, Sundays and National Holidays.

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**Q : I heard that the apartment had curfew. What time do I have to return?**

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A: Although curfew is not set for the residents in Comfort Ikebukuro, we strongly recommend that your return to the apartment early in order not to get involved in any accidents or crimes.

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**Q : Will meals be served? May I prepare meals in my room?**

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A : Meal are not served at Comfort Ikebukuro. Each apartment comes with a mini kitchen and kitchen appliances, such as a refrigerator, a microwave, and an IH cooking heater. \*Students, however, need to bring or buy utensils and tableware for cooking and eating. You need to properly dispose things you brought/bought when returning to your home country.

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**Q : What is the room like?**

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A : It is a studio room with a bathroom (with a sink, a bathtub and a shower), a toilet, an air conditioner, a bed (no mattress), a desk, a chair, a closet, a kitchenette, a refrigerator, a microwave, a washer, curtains, a lamp, a shoe box, an Internet connection terminal, a TV terminal, etc... Wireless internet connection available in the room.

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**Q : Are bedclothes installed in my room?**

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A : No bedclothes including a mattress are equipped in your room. Please prepare for them by yourself.

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**Q : Where can I do the laundry?**

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A : A washing machine is installed in each room. However, there is no dryer in your room or apartment complex. You'll need to prepare such items as clothespins for hanging your laundry for drying.

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**Q : Are there any other residents besides Rikkyo University students live in the apartment?**

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A : Comfort Ikebukuro is an apartment complex where other residents other than Rikkyo University students reside, so please follow the apartment rules and regulations. We expect Rikkyo students to respect others and maintain good manners.

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**Q : Is the telephone line connected in the room?**

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A: Phone lines are not connected in each apartment. We advise students to get a cell phone after moving into the apartment. In case of an emergency, you can use a public phone placed on the first floor.

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**Q : Is internet service available?**

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A : Wireless internet service is available in your room. Internet service charge is to be paid together with monthly utility charges. (You must pay the fee regardless of your usage.)

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**Q : What number should I call in case of an emergency when apartment manager is not on duty?**

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A : Apartment manager is on duty between Monday to Saturday 13:00~17:00. In case of emergency, you can call 24-hour support dial (bilingual staffs are on duty) for assistance.