

Guidance for dormitory students from foreign countries

(This guidance applies to foreign students living in Meiwa Ryo.)

1. NECESSARY EXPENSES

- (1) Room rent : 800 yen/month (700yen; When two people share a room)
- (2) Maintenance expense : 3,000 yen/month
- (3) Electricity charge is charged depending on the amount used
- (4) Food expense (breakfast, lunch, and dinner): 957 yen/day
- (5) Membership fee for the dormitory student association: 500 yen/month

Note : Cancellation and refund of meals: As for more than three consecutive meals, you can cancel your meal order. To cancel an order, you must notify it by 17 o'clock, three days before the meal. Only the material cost will be refunded.

2. DAILY SCHEDULE

Table1 Daily schedule for dormitory students

Contents	Time
Getting up	7 : 00
Cleaning of the dormitory	7 : 00 ~ 7 : 30
Breakfast	7 : 30 ~ 8 : 10 (8 : 15 ~ 9 : 00 on holidays)
School attendance	8 : 20
Lunch	11 : 55 ~ 12 : 50 (12 : 20 ~ 13 : 10 on holidays)
Bathing	17 : 00 ~ 21 : 50
Dinner	18 : 20 ~ 19 : 50
Women's Dorm Curfew (Roll call)	22:00
Men's Dorm Curfew (Roll call)	22 : 00-23 : 00 (Using Roll Call System)
Lights out / Going to bed	23 : 30



3. ATTENTION AND INSTRUCTIONS

- (1) **Emergency:** Please confirm the emergency refuge courses in the dormitory; namely female students must make sure of the emergency staircases on both eastern and western sides of the building. In case of emergency, you must take refuge following instructions of Dormitory staffs. The evacuation area is beside the tennis court. You must also read carefully the notice about the measures against typhoon put up on the bulletin board.
- (2) **Health Care:** Please be careful of your health. When you have something wrong with the health, you report it immediately to the dormitory office. Of course, you can use the college infirmary.
- (3) **Safekeeping of Valuables :** You must be careful to the safekeeping of valuables such as cash. We suggest that you use a bank account and/or a credit card.
- (4) **Keys:** You must keep your keys (pin tumbler and keycard) carefully; if you lose either one of them, you must compensate for its actual expense.

(5) **Roll Call**: Male students; you must answer the roll call system 22:00–23:00. Female students; you must receive roll call at 22:00 in front of the door of your room while you stay in the dormitory. You must contact us on the telephone if you are late for roll call; the contact is for your safety; in any case a person who is late for roll call will be penalized. The phone number of the dormitory is 096 242 6253 and 096 242 1155. You must go to the college till 8:20 every morning.

(6) **Staying Out**: Staying out is permitted over the night of Friday, Saturday, or the night before the holiday; you have to fill the required information on the place where you want to stay and the way of contact (e. g. phone number) in the prescribed record book. Concerning the other nights of the week, you have to ask permission for staying overnight out and to receive it before leaving the dormitory. In both cases, you are required to visit the dormitory office to follow these procedures.

(7) **Prohibition of smoking and drinking**: In the dormitory, **smoking** and **drinking** are strictly prohibited. You cannot bring a cigarette, a lighter, or liquor into the dormitory. In addition, you cannot come back to the dormitory while you are still affected by alcohol; you ought not to drink outside the school site in so far as you are not permitted to stay out.



Probably you shall be expelled from the dormitory for breaking the rules and regulations of the dormitory.
[yellow & red card rule]

(8) **Bicycles**: Principally, if you need a bicycle, please ask at Students Affairs Division. You can also rent a dormitory's shared bicycle for free for two hours. Please visit dormitory office for the key and procedure.












(9) Purchase of goods: **delivery not to be received at dormitory.**

- Payment upon arrival
- Chilled parcel delivery service
- What is not necessary for daily life

If you have any question with respect to the dormitory rules, please ask us anytime without hesitation. We wish you have a comfortable time in our dormitory.


Meiwa Dormitory' s Trash Separation Rule:

We have **5 kinds of trash boxes**, so you have to separate trash before disposal. (The colors of boxes below indicates those of trash bags.)

				
① Combustible trash	② Plastic trash	③ PET bottles	④ Bottles and cans	⑤ Non-combustible trash
				
The goods with the mark and : -paper waste -tissues etc.	The mark is on : -plastic bags / packages / caps / labels etc.		-glass bottles -cans	-broken glass / ceramic -metal waste etc.

How to separate trash :

①Combustible trash : the goods having  mark, paper waste, tissues, etc.

②Plastic trash : the goods having  mark

③PET bottles : PET bottles without labels and caps

(Removed labels and caps → ②)

④Bottles and cans : glass bottles and cans

⑤Non-combustible trash : broken glass and ceramic, caps of glass bottles, etc.

Other separations : we have trash bags for magazine and textbook, cardboard, and foamed styrol.

If you don' t know where to put your trash, please ask Japanese students!