

Kyoto Prefectural Housing Tenant Application Procedure (For Foreign Researchers/Overseas Students)

1. Eligibility

People who meet all of the following requirements are eligible to apply to this exclusive housing:

- ◇ You are currently a researcher or overseas student at a university in Kyoto Prefecture.
- ◇ Your household (family) is primarily supported by your income.
- ◇ It is recognized that your current residence is unsuitable, and you are in special need of this exclusive housing.
- ◇ Your household is qualified to move into Kyoto Prefectural Public Housing.*

*Requirements for Kyoto Prefectural Public Housing

1. For people who are, or are planning to live with relatives (including fiancé(e)s):
 - All those who have applied to move in must be able to do simultaneously.
 - After applying, changes to those who are applying to live together cannot be accepted.
 - In the event of an engaged couple living together, they must be married by the specified deadline.**
 - In the event of a change in engagement status, the application will become invalid.
 - Applications from families who are separated or living together under pretenses will not be accepted. (Except under special circumstances, the applicant's parents, siblings, or partner will not be admitted, unless they are already currently living with the applicant, and individual or separate applications for public housing are not permitted.)
 - Common law marriages (i.e. those marriages in which the spouses have not been officially registered as such) will be confirmed by a certificate of residence or other such means.
2. Applicants must have a place of residence or employment within the prefecture.
3. In the event the person(s) living with the applicant is(are) receiving income, the sum of all incomes must be below the limit set by applicable public housing laws and ordinances set by Kyoto Prefecture.
4. Neither the applicant, nor any relatives who are applying for cohabitation with the applicant, are a member of an organized crime syndicate (pursuant to article 2 paragraph no. 6 of the law regarding the prevention of criminal activities by organized crime).
 - *Applicant's qualifications will be referred to the relevant agencies in order to ensure these conditions are met.

**Those who currently live in public houses are not able to apply to this programme.*

***For further information on engaged couple applications, please ask the contact office written on the next page.*

2. HOUSING COMPLEXES (TENTATIVE)

- A) Ogurisu-nishi Complex (Nakayamada-cho, Ogurisu, Fushimi Ward, Kyoto)
1 UNIT Rent: ¥16,100 - ¥27,800 (3DK) 36.4 m²
- B) Nishi-Okubo Complex (Asakura, Okubo-cho, Uji)
1 UNIT Rent: ¥13,800 - ¥34,000 (3DK) 46.6 m²

- ※ No single person occupancy of residence allowed. All residences are equipped with a bathtub.
- ※ Housing rent is determined by your income. In addition to rent, you will be required to pay a deposit (*shikikin*) and common area fees (*kyoekih*).
- ※ You will not be able to inspect any of the properties before moving in.
- ※ Monthly rent is currently just a guideline, so further information will be provided of the explanation session.

3. APPLICATION PERIOD

FEBRUARY 2 (TUESDAY) – FEBRUARY 18 (THURSDAY), 2016

4. APPLICATION PROCEDURE

Return application form and related necessary materials to division in charge of foreign students at university.

5. NECESSARY FORMS

A) Please provide the following when applying:

① Kyoto Prefectural Housing Tenant Application (Form 1)
* Please fill in the application form with your name, date of application and stamp your seal if available.

② Declaration

B) Upon informal acceptance to Prefectural Public Housing, you will need the following:

① A copy of your residence certificate (*Jyuminhyo*)

※ This must include all your household members, your period of stay, expiration date of the period of stay, resident status, and nationality/territory

② Copy of paperwork proving your household income (Tax (Income) Certificate)

③ Copy of both sides of your residence card (*Zairyu kahdo*) for each member of household.

④ A copy of your student ID card (All household members)

⑤ Designated guarantor (One guarantor is required, or you can use a university guarantor system, in which your university can act as your guarantor.)

6. SCHEDULE (TENTATIVE)

- ◇ Deadline for returning application forms – FEBRUARY 18 (THURSDAY), 2016
- ◇ Notification of application results – EARLY APRIL, 2016
- ◇ Moving in explanation session – MID APRIL, 2016
 - The explanation session will be done in Japanese. If you need an interpreter, please arrange for one yourself.
- ◇ Move in – LATE APRIL, 2016 or later

7. CONTACT

-- Foreign Student Office at University