

A light gray world map is centered in the background, showing the continents of North America, South America, Europe, Africa, Asia, and Australia. The map is overlaid with a faint grid of latitude and longitude lines.

# Dorm Orientation 2022

# Dorm Orientation

- 1 . Important information
- 2 . Basic rules
- 3 . Garbage related
- 4 . Facilities
- 5 . Emergencies
- 6 . Others

# 1. Important information



# Rules against COVID-19



Disinfect hands



Wearing a mask  
once you step out  
of the room



Ventilate  
a room



When you feel  
sick, see a  
doctor early  
and take a rest  
in your room

# For prevention of infection

厚生労働省  
**新型コロナウイルス  
 接触確認アプリ**  
 (略称: COCOA)  
 COVID-19 Contact Confirming Application



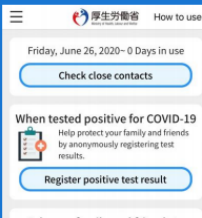
接触確認アプリは、新型コロナウイルス感染症の感染者と接触した可能性について、通知を受け取ることができる、スマートフォンのアプリです

\* 画面イメージ

Request to install the COVID-19 Contact-Confirming Application

**Install the contact-confirming application to protect yourself, your loved ones, your community and society as a whole.**

Ministry of Health, Labour and Welfare  
**COVID-19 Contact-Confirming Application**  
 (Abbreviation: COCOA)



Ask your family and friends to

iPhoneの方はこちら   からダウンロード

Androidの方はこちら   で手に入れよう

NHK WORLD - JAPAN

Emergency 緊急 外國のこばによる災害・コロナの情報 緊急 Multilingual EMERGENCY Updates

英語 English	アラビア語 العربية	ベンガル語 বাংলা	ビルマ語 မြန်မာစာအုပ်စာအုပ်	中国語 (繁体字) 中文 (繁体)
中国語 (简体字) 中文 (简体)	フランス語 Français	ヒンディー語 हिन्दी	インドネシア語 Bahasa Indonesia	ハンガール語 韓国語
ペルシア語 فارسی	ポルトガル語 Português	ロシア語 Русский	スペイン語 Español	スワヒリ語 Kiswahili
タイ語 ไทย	トルコ語 Türkçe	ウルドゥー語 اردو	ベトナム語 Tiếng Việt	にほんご

What's New 最新のお知らせ

2021年06月17日(木) **Now**  
 【Coronavirus】 Targeted Prefectures - State of Emergency Declaration (As of June 17) / 緊急事態宣言の新しい情報 (6月17日時点)

2021年06月09日(水)  
 【BOSAI】 Videos / 水の災害にそなえるビデオ

外国のこばで情報をのせています

あたら **新しいコロナ** ワクチンの注射について

2021年5月21日

◆ **18のこばで見ることができます**

[https://www.nhk.or.jp/nhkworld-blog/200/449742.html?cid=wohk-doml-org\\_vod\\_vaccination\\_updates\\_qs-202105-003](https://www.nhk.or.jp/nhkworld-blog/200/449742.html?cid=wohk-doml-org_vod_vaccination_updates_qs-202105-003)

外国のこばによる災害・コロナの情報 Multilingual EMERGENCY Updates

こんな内容があります

- ・ ワクチンの注射はいつ、どこでできる?
- ・ ワクチンの注射を受ける順番について
- ・ 予約の方法やスケジュールについて

※更新の状況は、言語によって異なります

無料で見ることができます

Multilingual EMERGENCY Updates



# Response flow chart for a suspicion of novel coronavirus infection at dormitories for international students and researchers

February, 2022  
For residents

If you have cold symptoms such as a fever, etc.

- In the case of any strong symptoms such as difficulty breathing, strong sense of fatigue, high fever, etc.
- In the case of persons whose symptoms may easily become severe\*, relatively mild cold symptoms such as a fever, cough, etc.  
\*Persons with fundamental illnesses such as diabetes, heart disorders, respiratory illnesses (such as COPD), persons undergoing dialysis treatment, or persons taking immunosuppressants, anticancer medicines, etc.
- Persons other than the above in the case that relatively mild cold symptoms such as a fever, cough, etc. persist for 4 or more days  
(As there are individual differences in symptoms, if you think you have strong symptoms, immediately consult your regular doctor or the COVID-19 Diagnosis Consultation Center. This also applies in the case that you need to continually take fever-reducing medicines or other medicines.)

Do not go to the campus but contact the university section to which you are affiliated\*1 and the dormitory manager by e-mail or telephone.

\*Class professor, advising professor, club activity advising professor, person in charge of student affairs at the faculty you are affiliated to

- Stay in your own room.
- Consult with your regular doctor or the COVID-19 Diagnosis Consultation Center by telephone, make an appointment, and then, wearing a mask, undergo a medical examination at the designated medical institution.

Report the diagnosis and test result by e-mail or telephone each time to the university section to which you are affiliated and the dormitory manager.

### Undergo PCR Test

\*Even if you are not instructed to do so by the public health center, undergo a PCR test in the case that Okayama University judges that it is necessary.

Positive

Move to a hotel or medical institution as instructed by the public health center.

Negative

Return to your own room

Negative

Person unwell tests positive

The public health center or positive person identifies the person who has been in close contact.

Close contacts move to a hotel arranged by the university.

Close contacts undergo PCR Test  
\*Even if the person is not instructed to do so by the public health center, undergo a PCR test in the case that Okayama University judges that it is necessary.

Positive

Move to a hotel or medical institution as instructed by the public health center.

Person unwell tests negative

Return to your own room

In the case that there is a possibility that you have been in (close) contact with an infected person:  
The residents of International Student Shared House move to a hotel arranged by the university, and the residents of other dormitories stay in their own room.  
\*When a person with fever or other symptoms (not yet confirmed as COVID) appears in the same unit of International Student Shared House, all residents except those with fever will temporarily stay at International House.

- Okayama University Health Service Center: 086-251-7217 (8:30-17:00)
- Kuwanoki Dormitory Manager: 086-251-7049  
[kuwanokidormitory.office@gmail.com](mailto:kuwanokidormitory.office@gmail.com)  
[kuwanokidormitory@gmail.com](mailto:kuwanokidormitory@gmail.com)  
(Weekdays: 9:00-19:00, Saturdays and Sundays: 11:00-17:00)
- International House Manager: 086-251-7020  
[nakatsuka-y@cc.okayama-u.ac.jp](mailto:nakatsuka-y@cc.okayama-u.ac.jp)  
(Weekdays: 9:00-18:00, Saturdays: 10:00-15:00)  
\*If no one answers, please call Fukui Dormitory.
- Fukui Dormitory Manager: 086-256-9020  
[nakatsuka-y@cc.okayama-u.ac.jp](mailto:nakatsuka-y@cc.okayama-u.ac.jp)  
\*If no one answers, please call International House.
- International Student Shared House Manager:  
[sharehouse.office@gmail.com](mailto:sharehouse.office@gmail.com)
- Okayama City COVID-19 Diagnosis Consultation Center: 086-803-1360 (24 hrs.)
- Japan Visitor Hotline (Many languages): 050-3816-2787 (24 hrs.)



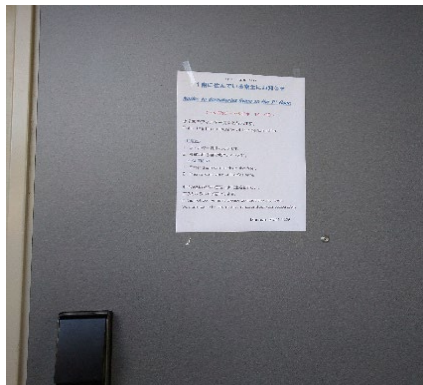
# Notice from the manager and the International Affairs Department

## ① Mailbox · Bulletin board



- Please check mailbox and bulletin board daily.
- There are some information of events.
- If you want to post it on the bulletin board, you need permission from the International Affairs Department.

## ② Notice is posted on the door



Reply to personal notifications immediately

## ③ E-Mail



# Entry into your room

June 18<sup>th</sup>, 2021

## 害虫駆除のお知らせ

以下の予定で、居室の害虫駆除を行います。

**日時:** 2021年6月25日(金) 10:00~  
**場所:** 全室(台所付近のみ)

- 業者によるキッチンへの薬剤散布がありますので**各部屋に入室します。**
- オンライン授業、面接等と重なる場合は事前にお知らせください。**
- 不在の場合は、管理人が鍵を掛けて入室します。
- 作業は数分で終わります。
- キッチンに置いてある食器や食べ物は片付けておいてください。
- 薬剤は人体に影響のないものを使用します。

ご迷惑をお掛けしますが、ご協力をお願いします。

管理人

June 18<sup>th</sup>, 2021

## Notice of Pest Extermination

To all residents in Kuwanoki Dormitory

We will exterminate pests in the room as below.

**Date:** Friday, June 25th, 2021 From 10:00 am  
**Place:** All the rooms (Kitchen only)

- We will enter each room and spray the chemical to the kitchen.
- If you are away, the manager will open your room door.
- If you have a plan to take online class or interview at that time, please let the manager know in advance.
- The work will be finished in a few minutes.
- Please put away dishes and food from the kitchen.
- We will use pesticide having no adverse effect to human bodies.

We apologize for the inconvenience and ask for your cooperation.

Manager


## 空室チェックのお知らせ

6月25日(金)  
13:00~17:00

- カビ対策のため、空室の窓を開け換気を行います。
- インターホンを鳴らし、不在の場合もマナーで入室します。
- 窓開け換気を行っている際に空室を使用しないで下さい。
- 現在、住んでいる寮生の部屋には入りません。
- 共用部等に貴重品を置かないようにお願いします。
- 授業等で日時を変更したい人は、管理人室まで遠慮なくお知らせ下さい。

ご協力をよろしくお願いいたします

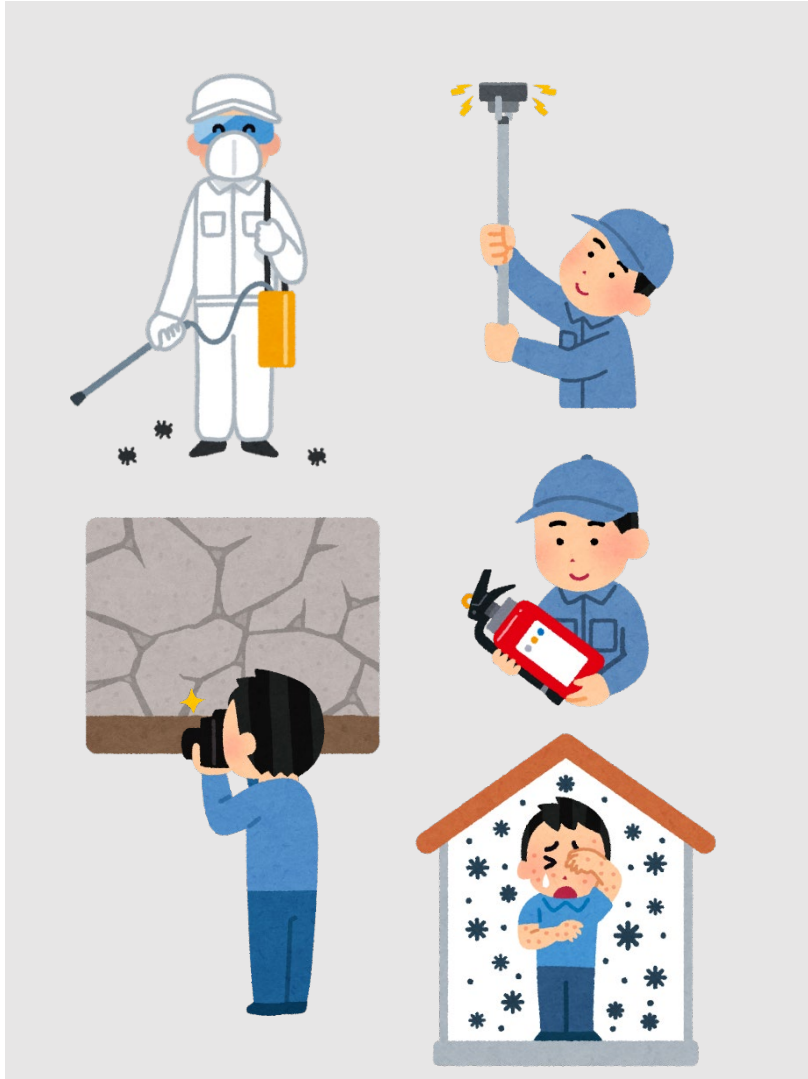
シェアハウス管理人



## Advance notice

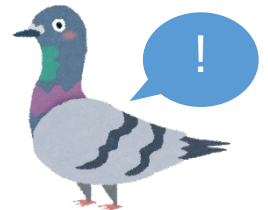
- We will notify you in advance with a poster.
- If you are not in the room during construction or inspection, the manager will unlock it and enter with your advance permission.
- Please let managers know in advance if you have some inconvenient reason like online classes or interviews.

# Entry into your room



## Maintenance of the dormitory

- Spraying chemicals for pest control by vendors
- Inspection of fire extinguisher and firefighting equipment
- Equipment inspection such as cracks on the wall surface (may be photographed)



### 【Shared House only】

- Dehumidifier filter cleaning
- Check for mold in private rooms
- Checking pigeon droppings on the balcony

# Set your password (Shared House)

※This paper is included in the handouts at the time of entering the dormitory

個室の暗証番号の登録方法



表の黒い蓋を開ける。

裏の裏の蓋を開ける。

黒いボタンを1回押す。



表の画面を見る。  
えんぴつマークと数字の1・2・3  
が表示されているか確認。

登録したい番号4桁を入力し  
Eを2回押す。

裏の蓋を閉める。

えんぴつマークと数字の1・2・3  
が表示されたら数字の1を押す。

Important

Be sure to set the 4-digit PIN code for the private room door!

- After finishing the work, the manager locks all the private rooms and leaves the room.

Be careful of shutting out

- There was a dormitory student who came home late at night and could not enter the private room until the next morning when the manager came to work because s/he hadn't set a PIN.



## 2. Basic rules

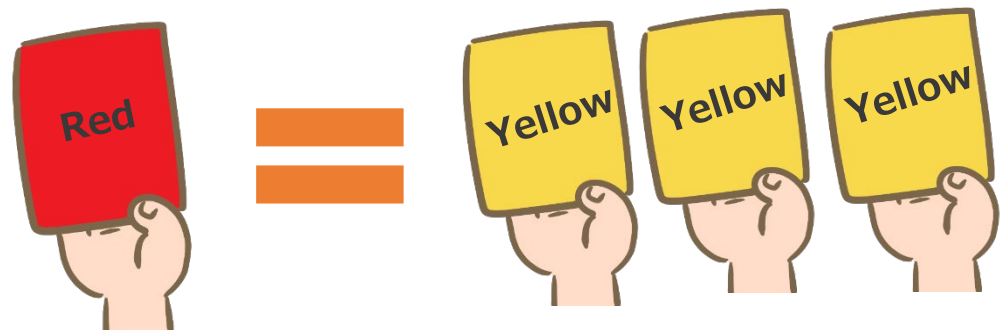


# The Warning Cards



Residency  
removed

Red card      1  
Yellow card   3



## Rules against COVID-19

～Prevention of cluster in the dorm ! ～

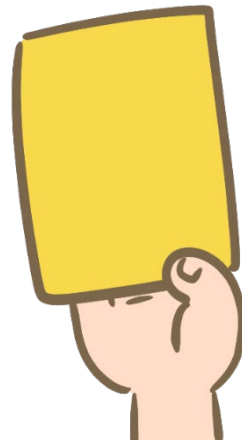


**感染症拡大防止にご協力ください**

Thank you for your cooperation in prevention for the spread of infection.



# Allowing non-resident to enter the dorm

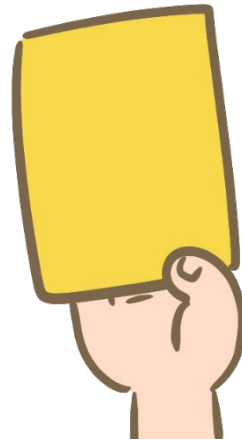


See others **outside the dorm!**  
Others can't enter the dorm.



感染症拡大防止にご協力ください

# Allowing other residents to enter your room



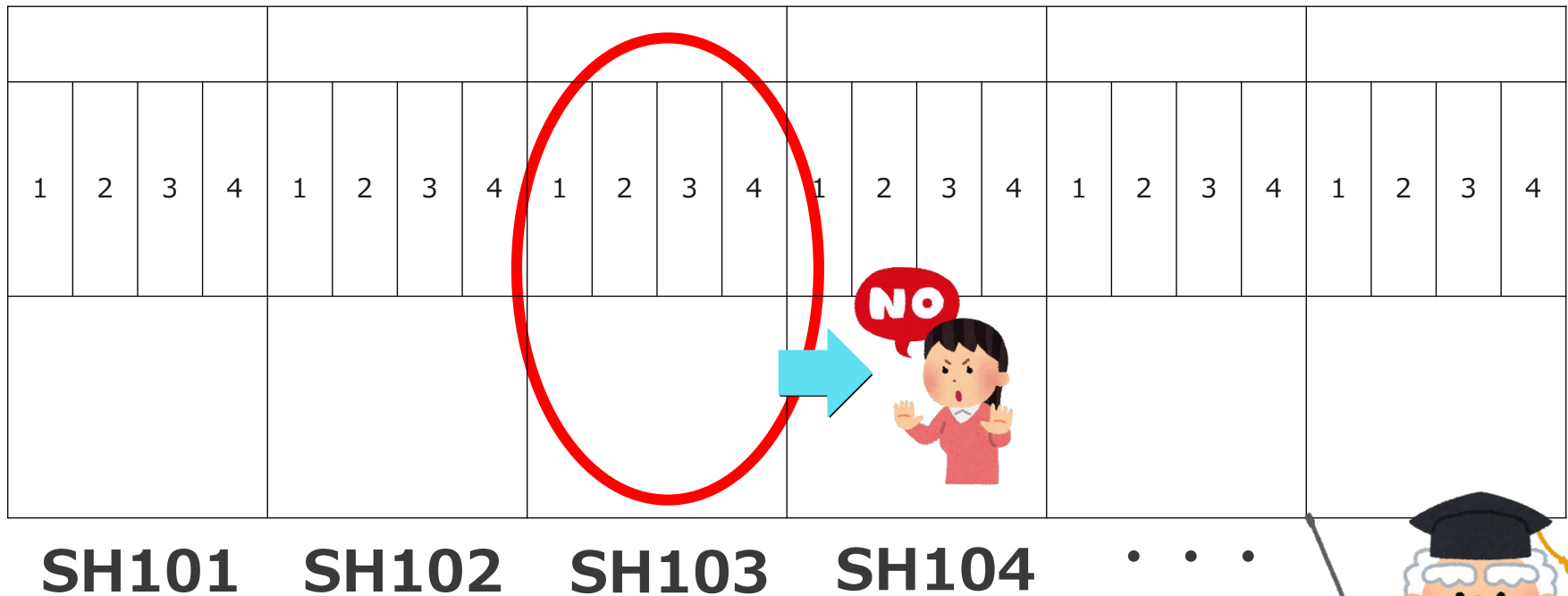
Even same resident or same unit mate are not allowed.

**立入禁止**

**感染症拡大防止にご協力ください**



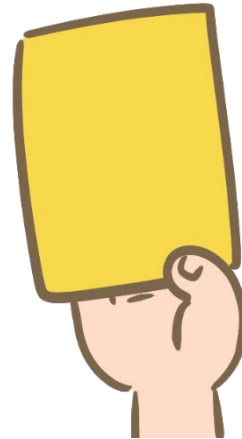
# What's unit... ?



We call the common space (Dining, bathroom etc. ...) and 4 separate rooms "unit".



# Allowing other unit mates to enter your unit



You can't visit your friends in other units.  
Others are not allowed to enter the unit.



はいらないでね

感染症拡大防止にご協力ください

# Don't use shared space at the same time



感染症拡大防止にご協力ください



# You have more rules!

おかやまだいがくふくいりゅうがくせいしゆくしや  
岡山大学福居留学生宿舎

OKAYAMA UNIVERSITY FUKUI DORMITORY  
FOR INTERNATIONAL STUDENTS

にゅう きょ あん ない  
入居案内

THE RULES & REGULATIONS  
FOR OKAYAMA UNIVERSITY DORMITORY





岡山大学  
Okayama University

おかやまだいがくこくさいこうりゅうがくかいかん  
岡山大学国際交流会館

OKAYAMA UNIVERSITY INTERNATIONAL HOUSE  
FOR INTERNATIONAL STUDENTS & RESEARCHERS

にゅう きょ あん ない  
入居案内

THE RULES & REGULATIONS  
FOR OKAYAMA UNIVERSITY DORMITORY





岡山大学  
Okayama University

おかやまだいがくこくさいがくせい  
岡山大学国際学生シェアハウス

OKAYAMA UNIVERSITY  
INTERNATIONAL STUDENT SHARED HOUSE

にゅう きょ あん ない  
入居案内

THE RULES & REGULATIONS  
FOR OKAYAMA UNIVERSITY DORMITORY



岡山大学  
Okayama University

おかやまだいがくくわ きりゅうがくせいしゆくしや  
岡山大学桑の木留学生宿舎

OKAYAMA UNIVERSITY KUWANOKI DORMITORY  
FOR INTERNATIONAL STUDENTS

にゅう きょ あん ない  
入居案内

THE RULES & REGULATIONS  
FOR OKAYAMA UNIVERSITY DORMITORY



岡山大学  
Okayama University

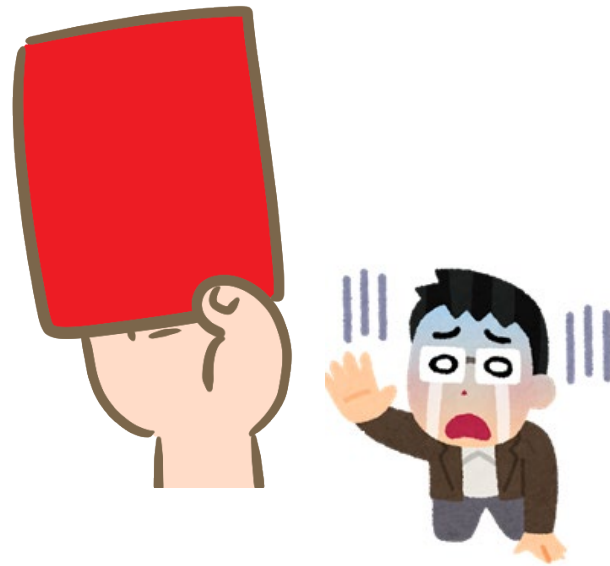
Be sure to check the handout “The rules & regulations” carefully.

You can also check it at the IGHRD’s website.

<https://intl.okayama-u.ac.jp/en/support/housing/dormitory/>



# Allowing another person to stay overnight in your room



Immediate dorm disposition

# Q & A



Can you allow other residents to stay overnight in your room?

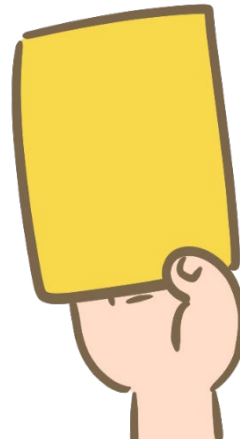


**You must leave the  
dorm immediately!**

**“Other residents”  
includes residents  
living in the same  
dorm.**



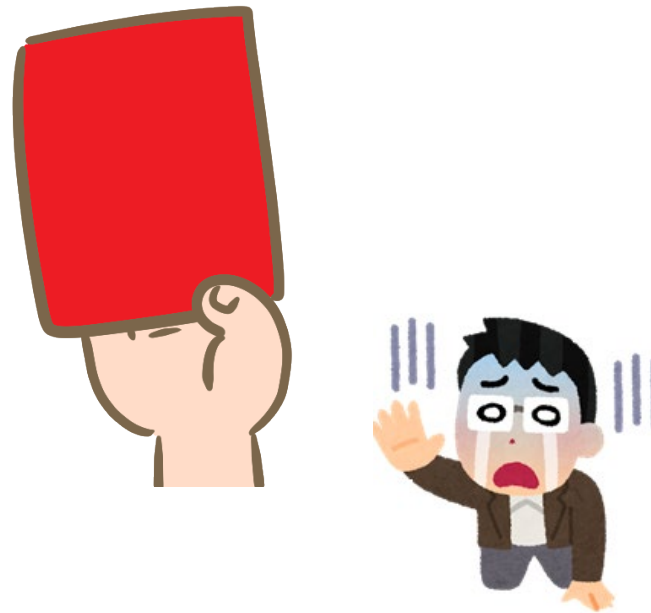
# Smoking in dorm boundaries



There is no smoking area in the campus and the dorm boundaries.  
Don't throw away cigarette buds.



# Smoking within dorm building



Immediate dorm disposition

# Q & A



Can we smoke on the street around the dorm?

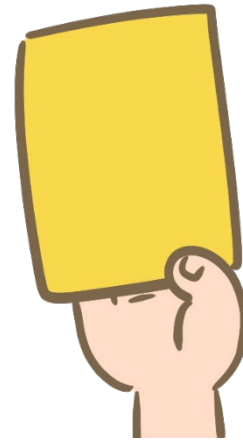


There are no smoking area in the campus and the dorm boundaries.

Smoke, taking voices, and throwing away cigarette buds are a nuisance to neighbors, so we don't allow smoking on the streets around the dormitory.



# Renovating without permission



It is prohibited as it may cause damage to walls, floors and furniture.



# Parking bicycles

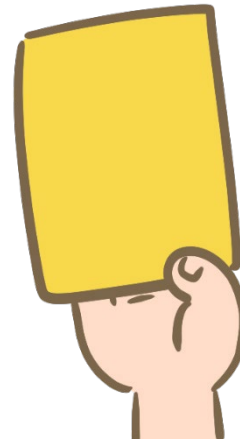
- A sticker with your floor number is included in the materials given when you enter the dorm. Put the sticker on your bicycle.
- Bicycles without stickers are considered non-dormitory bicycles and are subject to yellow card issuance.



## Shared House

- Park at the designated space of your unit number.
- Don't park your bicycle in the guest space.

## Parking at the dorm entrance



It is a violation even for a short time in places other than the bicycle parking space.  
Bikes violating the rules will be chain locked.

# Parking cars



一時駐車許可証

Temporary  
Parking Permit

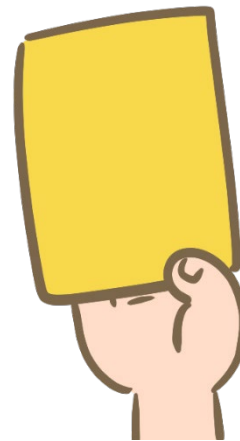
月 日 ( )

岡山大学 国際部  
International Affairs Department, Okayama University.

- There is no parking space available for cars.
- Special permission is given only when you want to park temporarily due to moving.
- Receive a "Temporary parking permit" from the manager and place it on the windshield.
- Parking out of manager working hours are not allowed.



## Using an emergency exit near the room because it is easy to get out

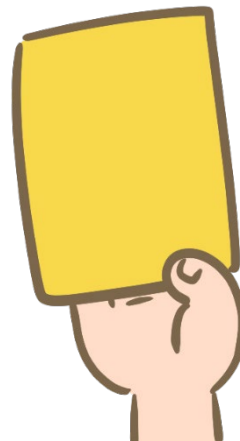


It is not allowed to be used except for an emergency.

It is monitored 24-hour by the security system.



# (10PM-7AM) Making a noise in Quiet Hours



Life sounds are heard by residents on the top, bottom, left, and right more than you think. Stay quiet after 10 pm.

# Common noise complaints



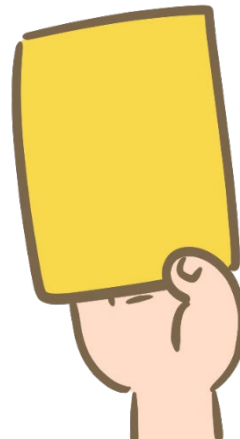
- Noisy with the noise of the washing machine after 10 pm.
- I can't sleep in the voice because the resident in the next room is making an international call at midnight.
- The footsteps of the residents on the upper floors dancing in the room and exercising violently are noisy.
- I can't sleep because of the noise of my unit mates cooking and cleaning in the middle of the night
- I wake up with the noise of my unit mate getting ready when he/she goes out early in the morning.

## Shared House

Let's decide the rules as a unit based on Quiet Hours.



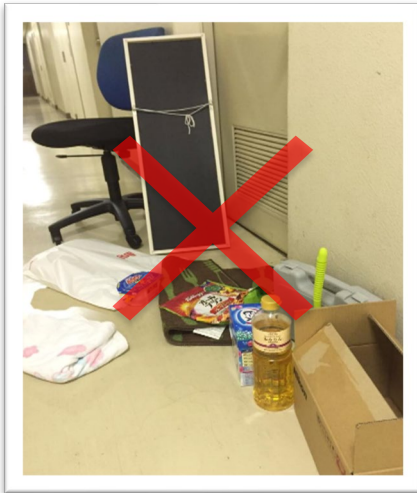
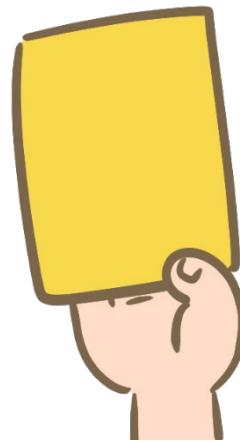
# Personal furniture in the common space



The common space is not your own room.  
The shared space in Shared House is also  
"Common Space".



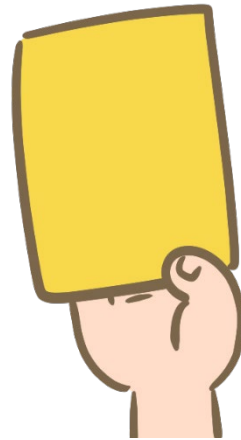
# Placing personal belongings outside your room



It interferes with the evacuation route.



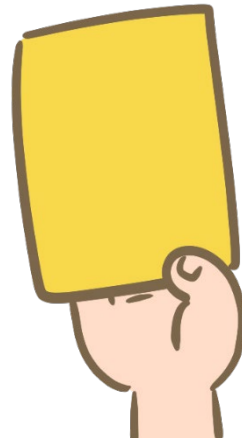
# Not cleaning



It may cause foul odor, pests and mold.

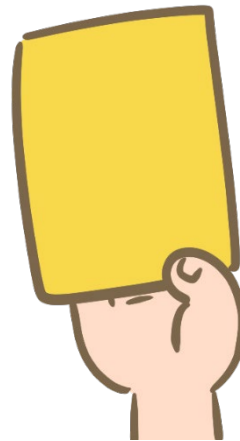


# Delaying rent payment



- It is not accepted that “The payment will be delayed because the scholarship will not be received until the \*\*th.”
- If you have paid after the due date, please come to the manager to show the receipt.
- It applies the same to those who have submitted a "Notice of Absence" and informed the about the possibility to delay in advance.

# Not submitting "Notice of Absence"



**不在届/Notice of Absence**

年 月 日  
Year Month Day

国際部 課  
留学生宿舎管理人 課

所属 / Faculty : \_\_\_\_\_

学生番号 / Student No. : \_\_\_\_\_

氏名 / Name : \_\_\_\_\_

宿舎名, 部屋番号 / Dormitory Name, Room No. : \_\_\_\_\_

下記の通り不在にしますので、お知らせします。  
I plan to leave dormitory temporarily as follow.

期間 / Period	
行き先 (国・県・地域) Destination (country, prefecture/area)	
不在理由 / Reason for leave	
寮費の支払い予定日 Expected date of dormitory payment	
不在中の緊急連絡先 Emergency contact	氏名 Name
	メールアドレス Email address
	電話番号 Phone

\*シェアハウスの人は、シェアメイトにも不在の旨を伝えてください。  
\*Please tell your share mates your temporary leave.

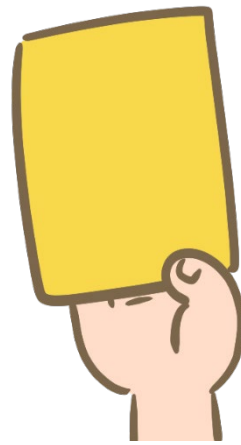
\*留学生は、所属先への一時出席届提出も必要です。  
International Students need to submit 'Notice of temporary departure' to their faculty.

\*1ヶ月以上不在にする場合は、ガスの閉栓と開栓を管理人に申し出てください。  
(条の未入寮入居者のみ)  
Please ask the manager to close and reopen the gas in case of leaving the dormitory for more than 1 month. (Kuwazaki South Wing residents only)

管理人専用欄  
Manager's use only

If you will be away for more than 7 days, you must submit a "Notice of Absence" to the manager in advance.

# Violating garbage rules



Do not leave your garbage outside the garbage station. It will be devastated by crows.



# Q & A



I need to leave at 6:30AM for lab! Can I leave the garbage outside the garbage station?

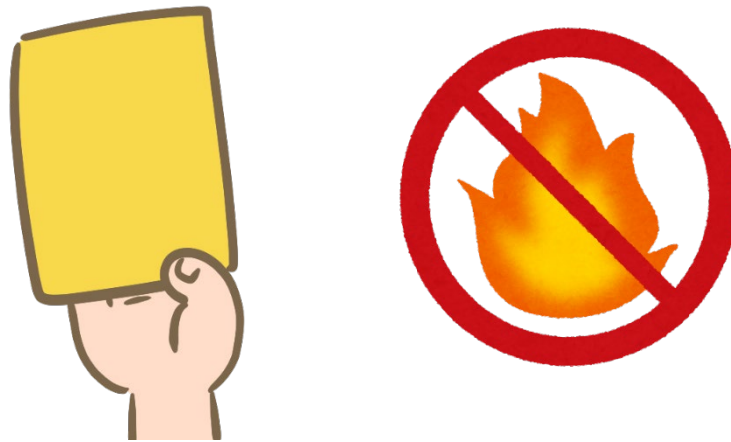


Crows and cats scatter the trash.

Please consult with the manager. They will respond individually.



# Fireworks and barbecues on the boundaries and on campus



Aroma candles and incense



Kotatsu



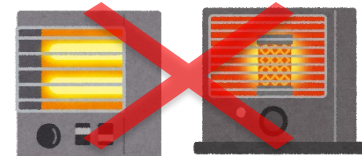
Fireworks and BBQ on dormitory boundaries and on campus is prohibited.

You can rent a barbecue set, but please enjoy outside the campus.

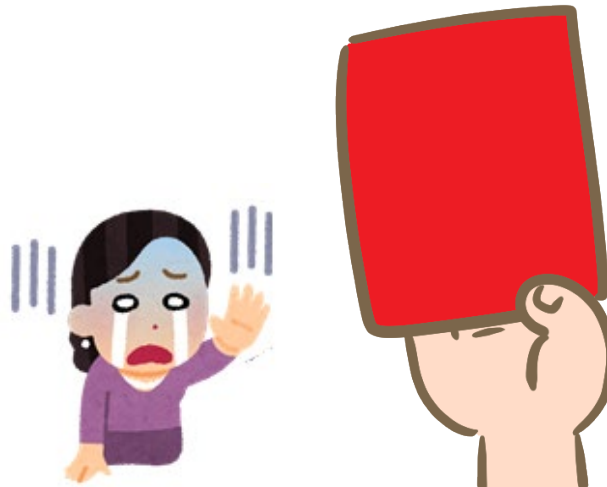
Candle



Electric stove  
Kerosine stove



# Having pets in the dorm



Immediate dorm disposition



## 3 . Garbage related

Okayama University took 1<sup>st</sup> place in the domestic ranking in terms of achievement of SDGs in the 2021 "World University Rankings".



# RA's donation efforts were commended

**DONATION SALE**  
ドネーション・セール

購入の流れ・How to buy

- ① Select the items through Google form (First-come-first-serve)  
先着順Googleフォームから欲しい物品をセレクト
- ② Pick-up items and make payment at Kuwanoki 桑の木で受け渡しおよび支払い

To put on a mask and disinfect your hands is absolutely essential when you come to pick up the item.  
商品の受け渡しの際は、マスク着用手の消毒必須でお願いします。

Scan for order form 申込フォームQRコード

\*新入学生限定の表彰です。  
This sale is exclusive to the new recruits.

SUSTAINABLE DEVELOPMENT GOALS  
岡山大学 SDGs 推進表彰

OKAYAMA UNIVERSITY  
PRESIDENT AWARD

表彰状  
奨励賞

桑の本留学生宿舍  
レジデント・アシスタント (RA) 殿  
「留学生寮におけるドネーションシステム」

貴殿の  
持続可能な開発目標 (SDGs) の達成に向けた取組は  
本学のSDGs推進に  
大いに貢献をされましたのでこれを表彰します

令和3年(2021年)3月10日

岡山大学 SDGs 推進本部長  
岡山大学長 榎野博史

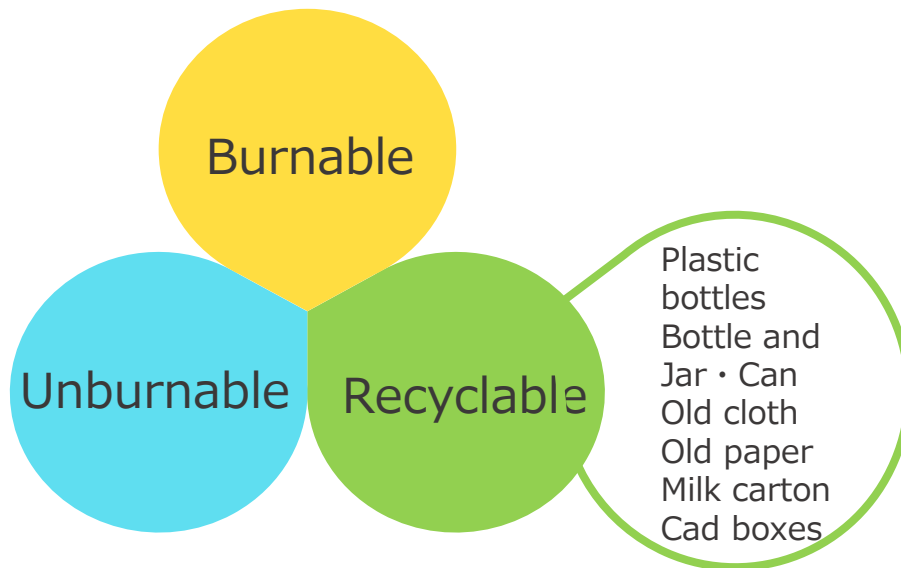


# Garbage day

	Mon	Tue	Wed	Thu	Fri
<p><b>Kuwanoki, Shared House</b></p> 	<p>7:20AM   8:20AM</p>			<p>7:20AM   8:20AM</p>	
<p><b>International House</b></p> 	<p>8:00AM   9:00AM</p>			<p>8:00AM   9:00AM</p>	
<p><b>Fukui Dormitory</b></p> 		<p>7:40AM   8:20AM</p>			<p>7:40AM   8:20AM</p>

# Garbage disposal

"Garbage" if mixed, "resources" if separated



- Please dispose of it in a transparent / translucent plastic bag.
- Supermarket plastic bags are also OK.
- You don't have to buy a yellow bag designated by Okayama City while you live in the dormitory.

3 types of separation



# Garbage separation

Only for 1 month after moving in!

\* Not applicable to Fukui dorm and International House

The manager will help your separation!

Garbage can be thrown away at any time during the manager's working hours.

Please talk to the manager.



# Garbage separation

If you have any trouble of separation...

家庭ごみ 保存版

ごみと資源物のゆくえ P1-2

ごみ出しのルール P3-4

家庭ごみ減量目標 P5-6

可燃ごみ P7-8

不燃ごみ P9-10

資源物 P11-14

拠点回収資源物 P15-16

小型家電 P17-19

粗大ごみ P20

他廃棄物・収集不可物 P21-24

各種支援制度 P25-28

分別品目一覧 P29-40

問合せ先一覧 P41-42

岡山市環境局 令和3年3月作成

- Check the booklet of 「ど〜すりゃ〜ええ？」 (Japanese only). It is distributed at the window of the city hall. You can download from this QR cord.



- Check the application of 「ごみ分別アプリ」 (Japanese only)

iPhone – iOS 端末



Android 端末



「ど〜すりゃ〜ええ？」 is the dialect of Okayama.  
It means “How can I do that?”

- Ask the managers

# Garbage separation (Bottle)

By 「ど〜すりゃ〜ええ？」 P.11

**ガラスびん**

①ふたをはずす  
②中をすすぐ

Plastic cap  
⇒Burnable

Metal cap  
⇒Unburnable

無色びん    茶色びん    色付きびん

You don't have to remove the rabel that you can't remove easily.

(乳白色のものを除く)



**Separate the bottles by color and put them in each bag.**



# Garbage separation (Can)

**空き缶**

① Remove the lid  
② Rinse the inside and remove dirt

食用油缶  
食用油

Dirty cans  
⇒Unburnable

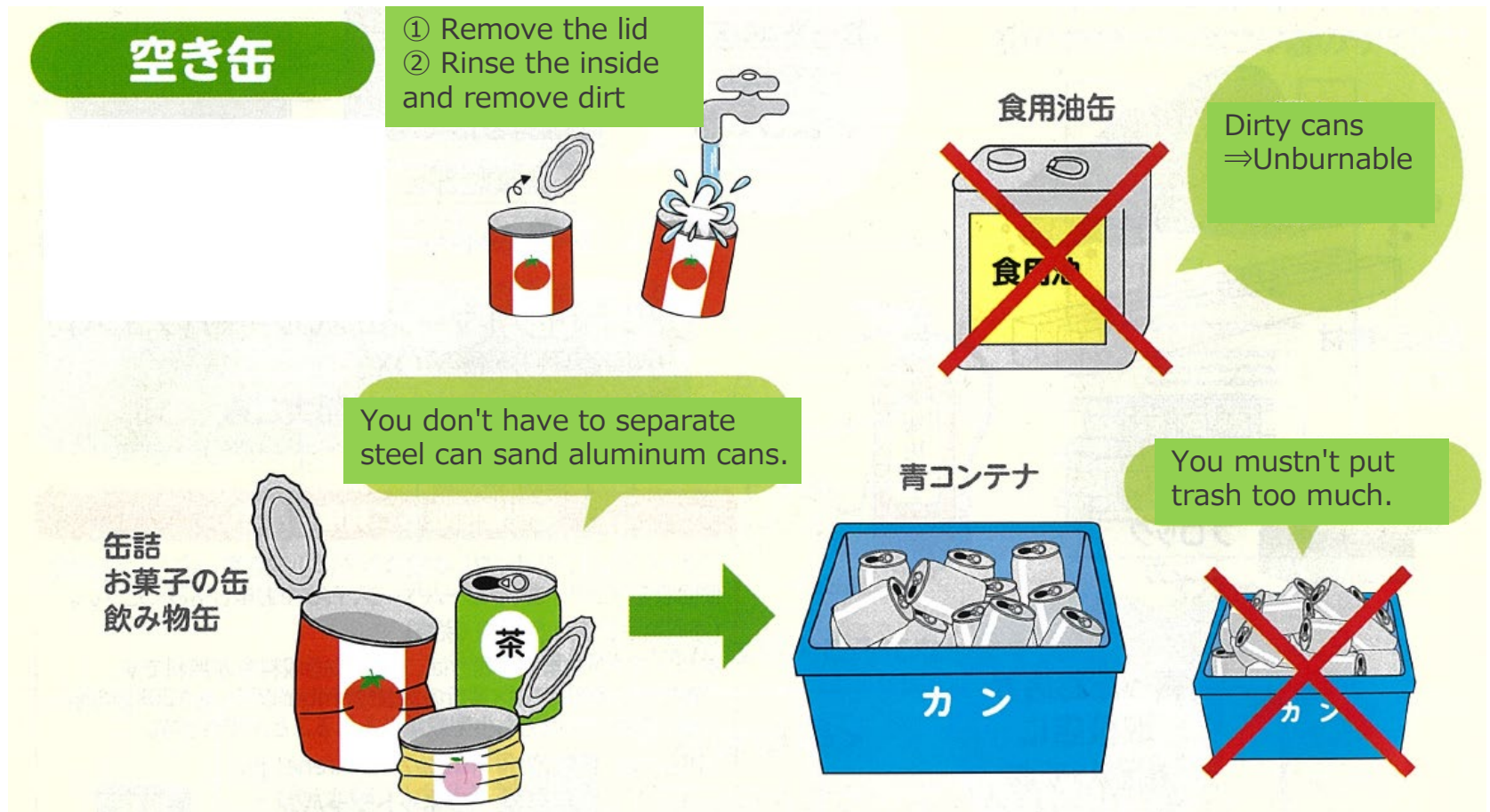
You don't have to separate steel can sand aluminum cans.

缶詰  
お菓子の缶  
飲み物缶

茶

青コンテナ  
カン

You mustn't put trash too much.



By 「ど～すりゃ～ええ？」 P.11

# Garbage separation (Spray can)

**スプレー缶**

Plastic cap  
⇒Burnable

Metal cap  
⇒Unburnable

You don't have to make a hole.

Let's use it perfectly.

※使い切るときは、火の気のない屋外で行ってください。

青コンテナ

カン

カン

You mustn't put trash too much.

Put it in a blue container at the dormitory.

① Remove the lid  
② Rinse the inside and remove dirt

By: 「ど～すりゃ～ええ？」 P.12

# Garbage separation (Plastic bottle)

## ペットボトル

- ① Remove the cap
- ② Rinse inside



Please remove the label.

Label and cap  
⇒ Burnable



You can trash plastic bottles.



You can't trash plastic bottles.  
\*Unburnable garbage



# Garbage separation (Old cloth)

古布



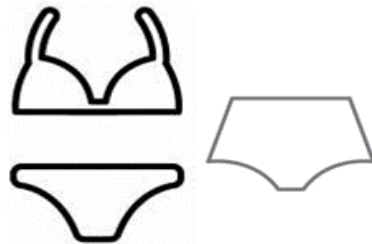
<Attention>

Please dispose of it in a transparent / translucent plastic bag.



- Futon, carpet  
⇒ Large garbage
- Dirty garbage  
⇒ Burnable

By 「ど〜すりゃ〜ええ？」 P.13



Underwear



Pillow



Shoes

# Garbage separation (Old paper)

Card boxes



Remove the tape and vinyl



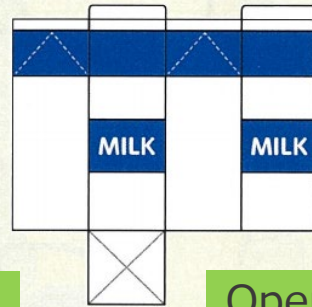
Fold



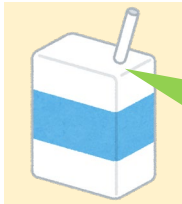
紙パック



Wash inside



Open



Straw  
⇒ Burnable

By 「ど〜すりや〜ええ？」 P.12

Small pack is also Burnable



# Garbage separation (Unburnable)



Quiz time!

# How do we dispose these?

Quiz 1



Plastic bottles

# 1. Burnable

# 2. Unburnable

# 3. Recyclable



Plastic bottles without the “  ” are **burnable**.

# How do we dispose this? ?

Quiz 2

Glass oil bottle



1. Burnable

2. Unburnable

3. Recyclable



Oil bottles are difficult to rinse clean,  
thus it is not recyclable.  
Dispose as **unburnable**.

# How do we dispose these? ?

Quiz 3

Cooking oil



Solidify with chemicals while warm, and dispose as burnable.

or

Suck oil with oil treating agent and dispose as **burnable**.

You can get it at 100yen shop.





## 4 . Facilities

When you leave the dormitory, your room must be in the same condition as you entered the dormitory. Thinking about the person who will use the room next, try to use it cleanly daily.

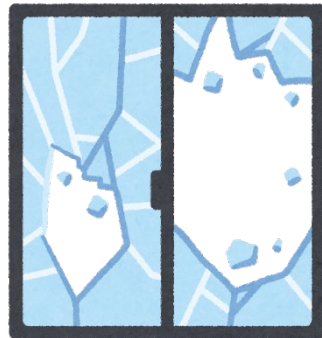


# Room

Any issues in your room...



Burnt out light bulb



Broken furniture



Water leak



Keys lost

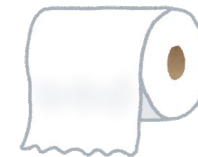
Let the manager know!

# Room

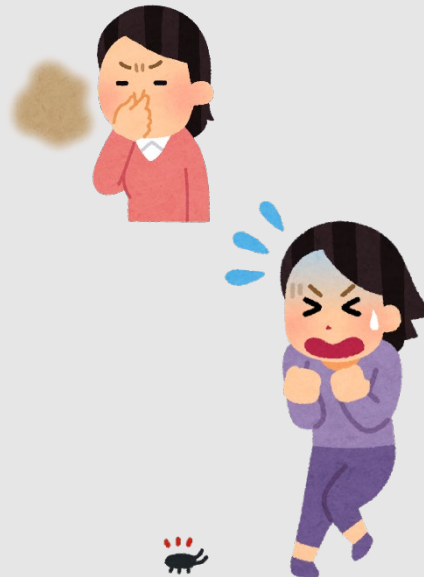
## Toilet

Only toilet paper should be flushed down the toilet.

- Flushing anything other than toilet paper can clog the toilet, cause the toilet water to flow back, and trouble the residents downstairs.
- Use a toilet brush to clean the inside of the toilet bowl regularly.



# Room



## Sink (Kitchen)

- Discharging kitchen waste directly into the drain can cause dirt and clogging.
- Leaving kitchen waste causes a foul odor and attracts pests such as cockroaches.
- Put kitchen waste into the garbage bag frequently. It can be the prevention of cockroaches.
- You can find a lot of useful goods at the 100-yen shop. Let's devise such as installing a net and a triangular corner.

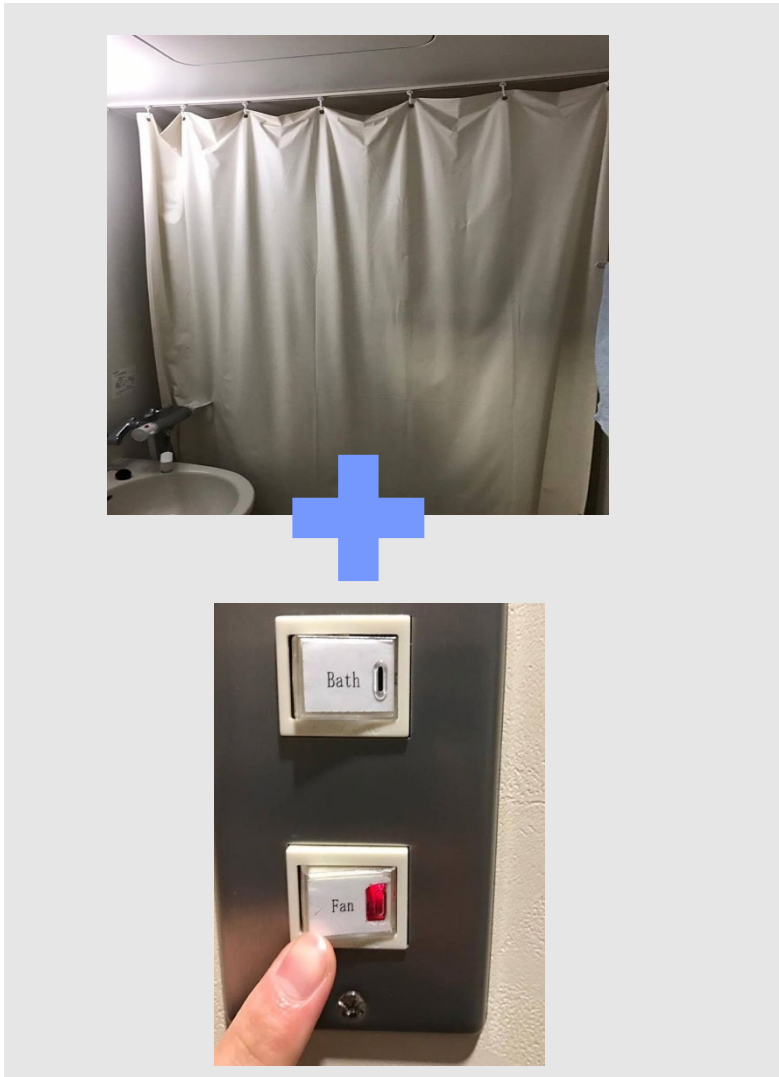
# Room

## Bathroom and sink

- Once clogged, the drain will overflow and you won't be able to use the bath and sink.
- You can find a lot of useful goods at the 100-yen shop.
- To prevent clogging, remove your hair and soap residue.
- By cleaning frequently, you can avoid seeing cockroaches.



# Room



## Bathroom and sink

- The curtains and walls can easily get moldy!!
- Open your curtain and turn on ventilation fan after showering.
- If you need shower curtain, ask the manager for free.

# Room



## Prevention of mold

- It is very humid in Japan.
- Use a ventilation fan when showering or cooking.
- The window can become sweating because of dew condensation in winter. Remember to wipe them.
- Ventilate and clean air once in a while!
- If you smell mold in the room or find mold on the wall or bed mattress, please let the manager know immediately.

# Room

## Wall • furniture



- Do not attach hooks on the walls and furniture!
- Stickers and posters will tear the wallpaper when removing.
- Damage will be compensated.



# Room

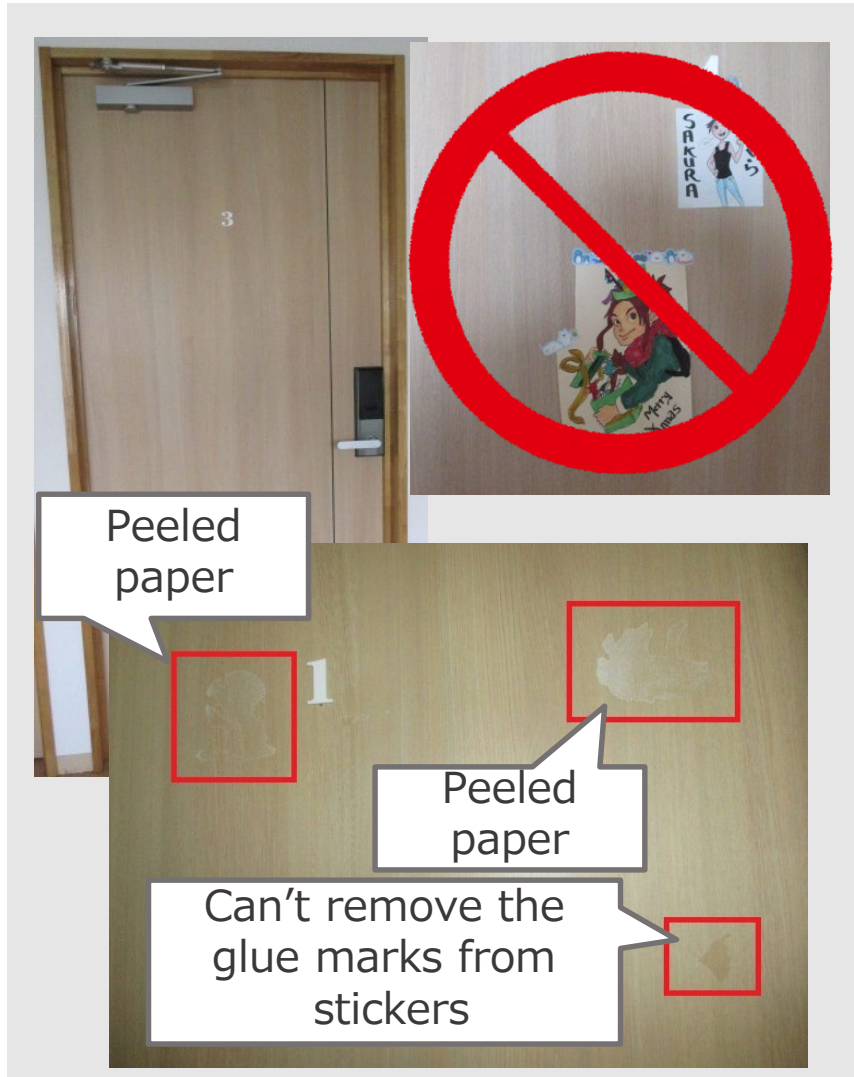


## Bed

- Use a bed pad or mattress.
- Sleeping on the mattress directly may spoil the mattress.
- Hang out the mattress pad to dry regularly as it causes mold!



# Room (Shared House)



## Door

- Do not put anything on your personal door.
- Stickers and posters will tear the wallpaper when removing.
- Masking tape will also get sticky worse as time passes.
- Damage will be compensated. It is a special ordered item, thus expensive.



# Room

## IH cooking heater (Kuwanoki N-wing)

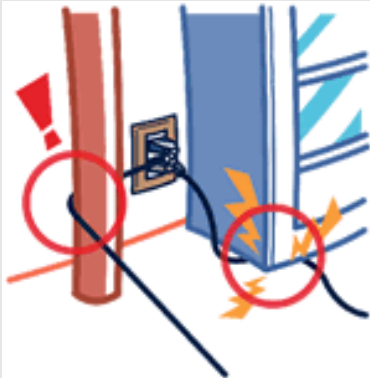
- Use pans for IH
- Be cautious of water on IH



# Room



Burned out electrical outlets



Source: 「電気用品部品・材料協議会」 HP  
<http://www.s-ninsho.com/sp/accident.html>

## Risks of fire

1. Over capacity (maximum 1500W/outlet)
2. Do not overloading
3. Discard old tap
4. Don't step on electric codes
5. Regularly check the codes

**1500 W**  
 合計1500Wまで  
 Up to 1500W in total

電化製品 Electric Appliance	消費電力 (W) Electric Power
冷蔵庫 Refrigerator	150-600
トースター Toaster	1000
電子レンジ Microwave oven	1300
IH調理器 (卓上) IH cooker	1200
炊飯器 Rice cooker	300-700
ホットプレート Hot plate	1300
電気ポット, ケトル Electric Pot / Kettle	700-1250
ドライヤー Hair dryer	800-1200
アイロン Iron	1200
掃除機 Vacuum cleaner	1200
洗濯機 Washing machine	500-1000
電気カーペット Electric carpet	500-1000
テレビ TV	150-300
PC	50-300
プリンタ (インクジェット) Ink-jet printer	10-60

**≦ 1500 W**  
合計1500Wまで  
Up to 1500W in total

1200W + 1000W = ~~2200W~~

700W + 1250W = ~~1950W~~

1300W + 600W = ~~1900W~~

300W + 1000W + 1200W = ~~2500W~~

# Common facilities



## Laundry (Except for Shared House)

Laundry machine and dryer are available on each floor.

Cost : 200yen

\*You can use dryer for free.

Available hours : 7AM to 10PM



- If you get lint or hair after use, clean it for the next person to use.
- There is a cleaning tool next to the washing machine.

# Common facilities (Kuwanoki)

**NO Foods or drinks**

**Foods and drinks allowed**



**TV and piano are available**

**Piano and table tennis are available**

**Only Kuwanoki residents**

**Japanese room**

**Room locked.  
Go to IAD to use**

**Common room  
(N2,3F)**

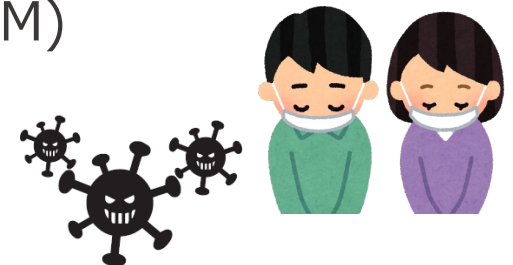
**NO Foods and drinks allowed**

# Common facilities (Kuwanoki)

## Restrictions due to COVID-19

- Only dorm residents can use the facilities.
- Number of users is limited to one person.
- Hours of use is during the manager's business hours.

(Weekdays: 9AM-7PM, Weekends: 11AM-5PM)





# Common facilities (Kuwanoki)

共用施設利用表 Common Facility Usage Form

利用にあたってルールを理解し、守ることができる場合はチェックをしてください。↓  
Please check if you understand and follow the rules of use. ↓

Month/date 月 / 日	Time in 入館時間	Room no. 部屋番号	Name 氏名	Purpose of use 利用目的	Rules ルール	Disinfection 消毒
	Time out 退館時間					
	:					
	:					
	:					
	:					
	:					
	:					
	:					
	:					
	:					
	:					
	:					
	:					
	:					
	:					
	:					

## Process of usage

- No reservation is required.  
You can use it anytime during the usage time.
- Fill out the form at the manager's office before use.
- Disinfect the area/things you used.
- Fill out the exit time at the manager's office after use.
- Reservations can be made 3 months in advance (Priority is given to IAD's events).

# Common facilities (Kuwanoki)



## Rules

- Cannot be used for proselytizing or commercial activities.
- No food or drink is allowed in the library or Japanese room.
- Fire and alcohol are prohibited on the premises.
- Do not disturb neighbors by noise.
- Clean up and dispose of trash.
- Any damage or loss of equipment or supplies must be compensated.
- You cannot use the parking lot.

# Available items

RA

BBQ set

★ Do not use on the area of the dormitory and on campus.

Microwave oven

Jersey

Soccer ball and goal

Basketball

Iron and iron board

Manager

IH cooking heater

Electric griddle

Bicycle pump

Vacuum machine

Dustcloth

Dehumidifier

(requires maintenance)

Wheelchair

Water paint pen

Thermometer

# Relax in the RA farm 🎵



# 5. Emergencies



# Disaster prevention goods (Emergency carry-out bag)



3days

非常用

It is safe to have an emergency carry-out bag for yourself.

If you keep it near the front door or bed, you can easily take it with you in case of an emergency.

# Evacuation equipment / Firefighting equipment



Evacuation ladder

Fire extinguisher

Fire alarm



Flashlight



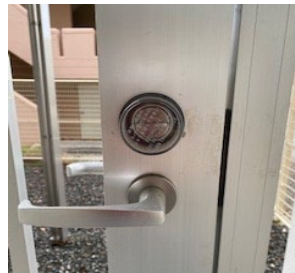
Fire hydrant

Let's check where they're!



# Evacuation route

- The door with this sticker is the emergency exit.
- It can be opened from the inside.
- A yellow card will be issued if you use it in a non-emergency situation.
- It is monitored by a security system 24 hours a day.
- Break the cover of the key and open in the emergency.



Do you know the evacuation route?



# Evacuation site



Earthquake

Kuwanoki / Shared House

After the quake stops,  
**Kuwanoki parking lot**

Fukui dorm / International House

After the quake stops,  
**In front of  
each dorm**

# In case of Earthquake

**STEP 1**

**DROP!**



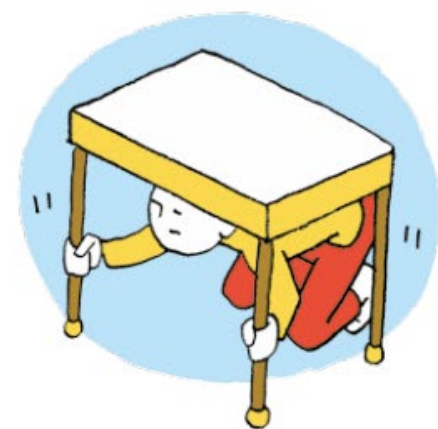
**STEP 2**

**COVER!**



**STEP 3**

**HOLD ON!**



*These three are the verbal cues  
for those actions.*

By 「そなえる ふくしまノート」

# In case of Earthquake

What you can do from your hearing an Earthquake Early Warning (EEW) to its actual occurrence

## What you must do



Quickly move to a safer place.

By 「そなえる ふくしまノート」

## Things you can do when you have time



Turn off everything that may cause a fire.

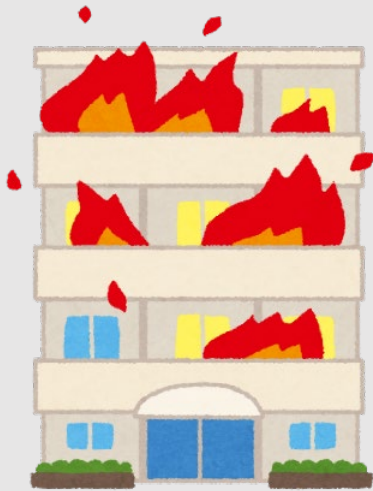


Open the door to secure a way out from your room.



Close the curtains to protect yourself from scattered pieces of broken window glass.

# Evacuation site



Fire

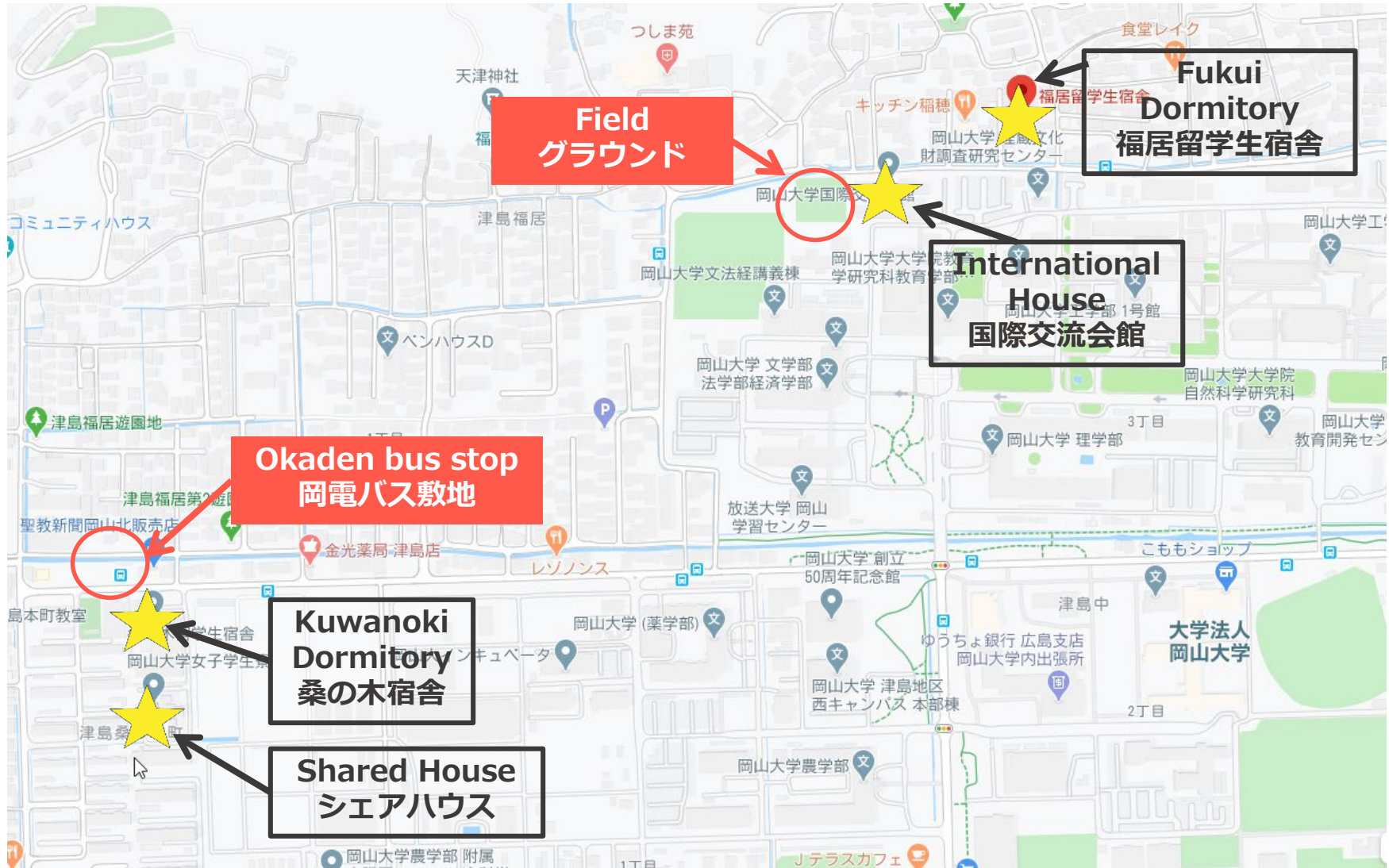
Kuwanoki/ Shared House

In front of Kuwanoki  
**Okaden bus stop**

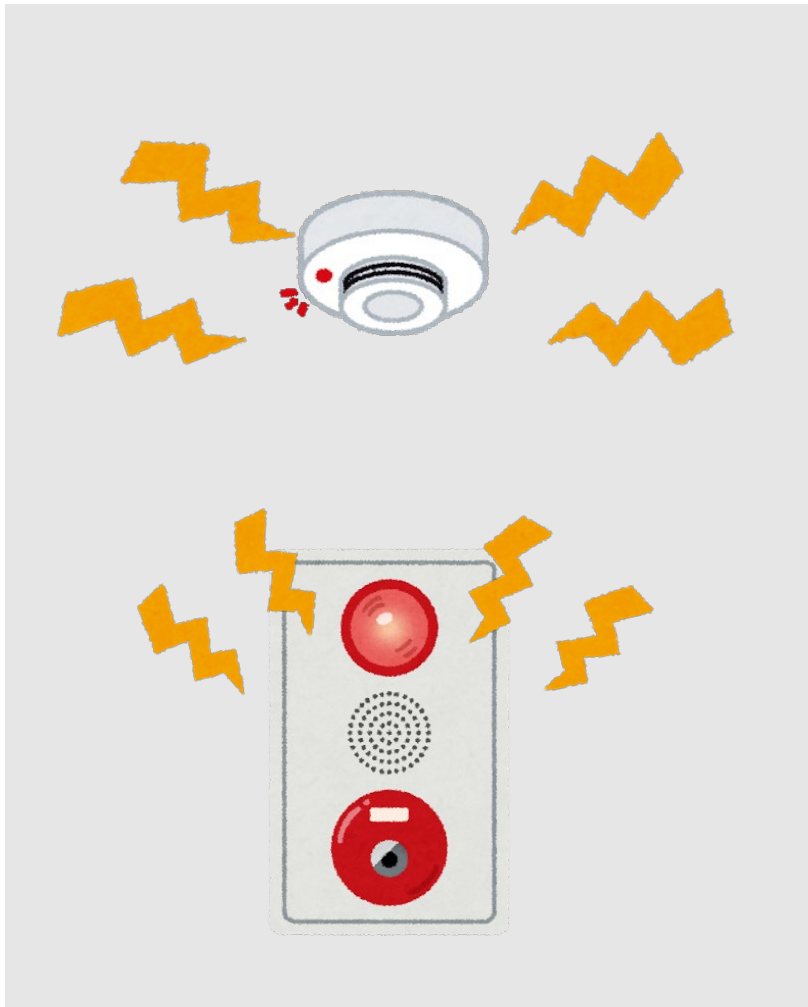
Fukui dorm/ International House

West side of International House  
**Field**

# Evacuation site(Fire)



# Fire alarm / Emergency bell



- If you discover a fire or emergency, sound the fire alarm and let everyone know!
- After that, call **119** .
- The emergency bell only rings in a fire or emergency.
- It doesn't ring in an earthquake.
- Immediately evacuate outside when emergency bell rings.



# In case of Fire



## Cautions about Evacuation from Fire



Run away from the fire when the smoke is white.



Run away downstairs, not upstairs.



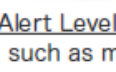
When the smoke is around you, move away by crawling.



Cover your nose and mouth with a handkerchief, towel or plastic bag and evacuate.

From May 20, 2021

**Please evacuate when an “Evacuation Instruction” is issued!**  
**“Evacuation Recommendations” will no longer be used**

Alert Level	New Evacuation Information		Previous System of Evacuation Information
<b>5</b>	 Disaster occurrence Disaster (including)	<b>Emergency Safety Measures</b> ※1	<b>Disaster occurrence information</b> (Issued once occurrence is confirmed)
~<Be sure to evacuate by Alert Level 4!>~			
<b>4</b>	 High risk of disaster	<b>Evacuation Instruction</b> ※2	• Evacuation Instruction (emergency) • Evacuation Recommendation
<b>3</b>	 Risk of disaster	<b>Evacuation of the Elderly, Etc.</b> ※3	Advisory to prepare for evacuation and start evacuating elderly and other persons requiring special care
<b>2</b>	 Weather worsening	Heavy Rain, Flood, or Storm Surge Advisories (Japan Meteorological Agency)	Heavy Rain, Flood, or Storm Surge Advisories (Japan Meteorological Agency)
<b>1</b>	 Risk of weather worsening	Probability of Warnings (Japan Meteorological Agency)	Probability of Warnings (Japan Meteorological Agency)

Note 1: Alert Level 5 is rarely issued due to a number of reasons, such as municipal authorities being unable to accurately grasp the severity of a disaster.

Note 2: Evacuation Recommendations will no longer be issued. Instead, Evacuation Instructions will be issued.

Note 3: An Alert Level 3 indicates that everyone living in the evacuating area should prepare to evacuate if the Alert Level is raised. People who may have difficulty evacuating quickly or who feel that they are already in danger should proceed to evacuate themselves.



**Emergency Safety Measures (Alert Level 5) indicates a life-threatening situation in which you can no longer safely evacuate. Please evacuate before Alert Level 5 is issued.**

**Evacuation Recommendations will no longer be used. From now on, all residents should evacuate from affected areas when or before Evacuation Instruction (Alert Level 4) is issued.**

**Elderly people, those with disabilities, and others who may need more time to evacuate should evacuate from affected areas when Evacuation of the Elderly, Etc. (Alert Level 3) is issued.**

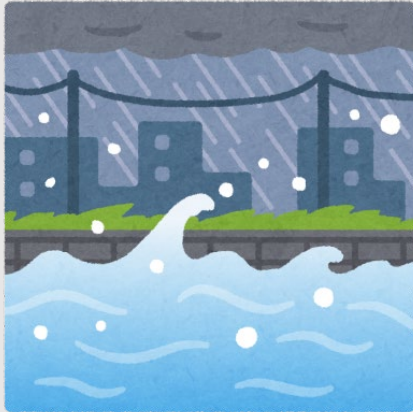
## Be sure to evacuate by alert level 4!

- Alert level 5 【Emergency Safety Measures】 When a disaster is imminent or a disaster has already occurred. It is difficult to start evacuation from here.
- Alert level 4 【Evacuation Instruction】 Stage where all people evacuate.
- Alert level 3 【Evacuation of the Elderly, etc.】 Not only elderly people but also people with disabilities who take time to evacuate are included.





## Evacuation site

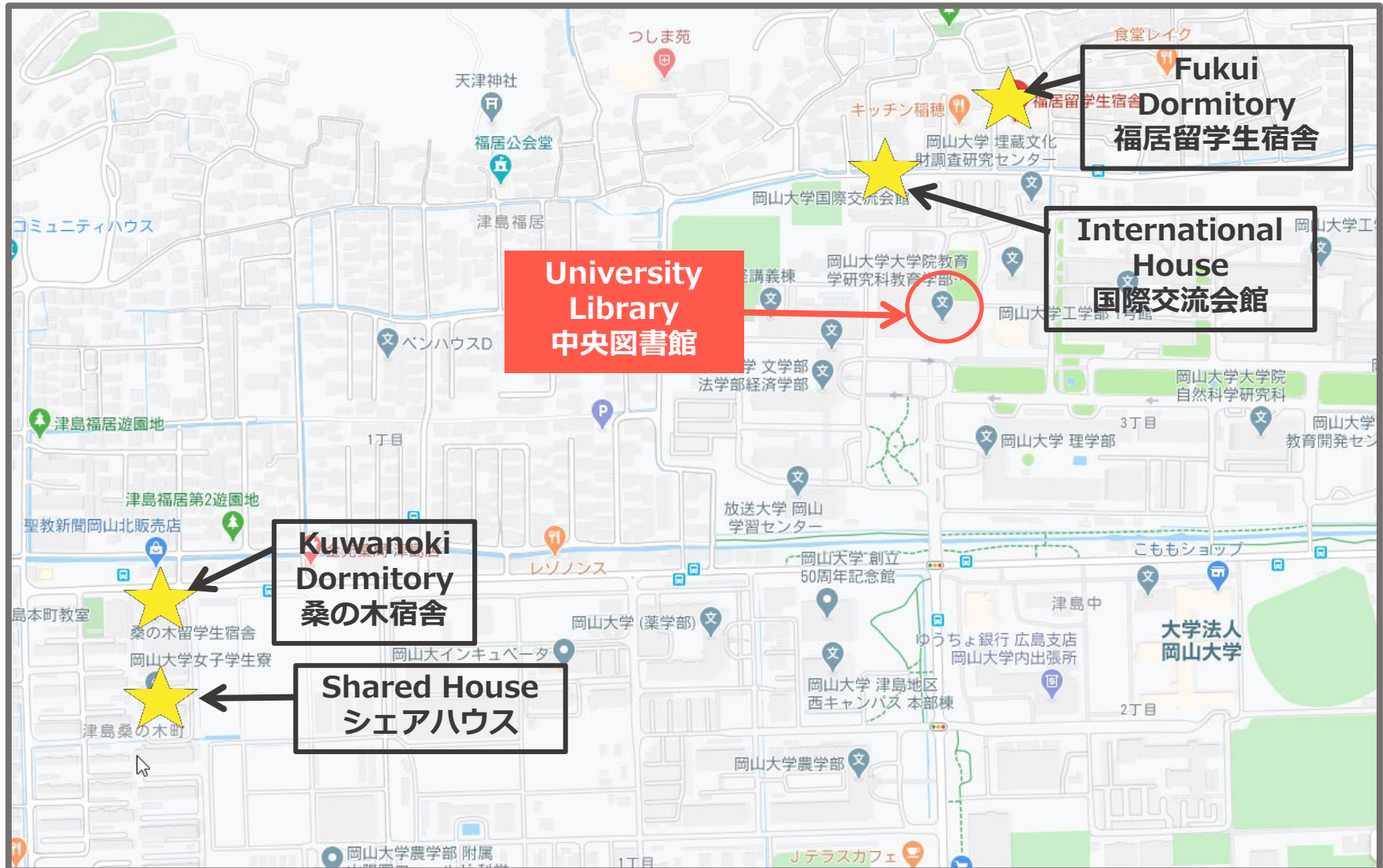


Heavy rain/  
sediment disaster

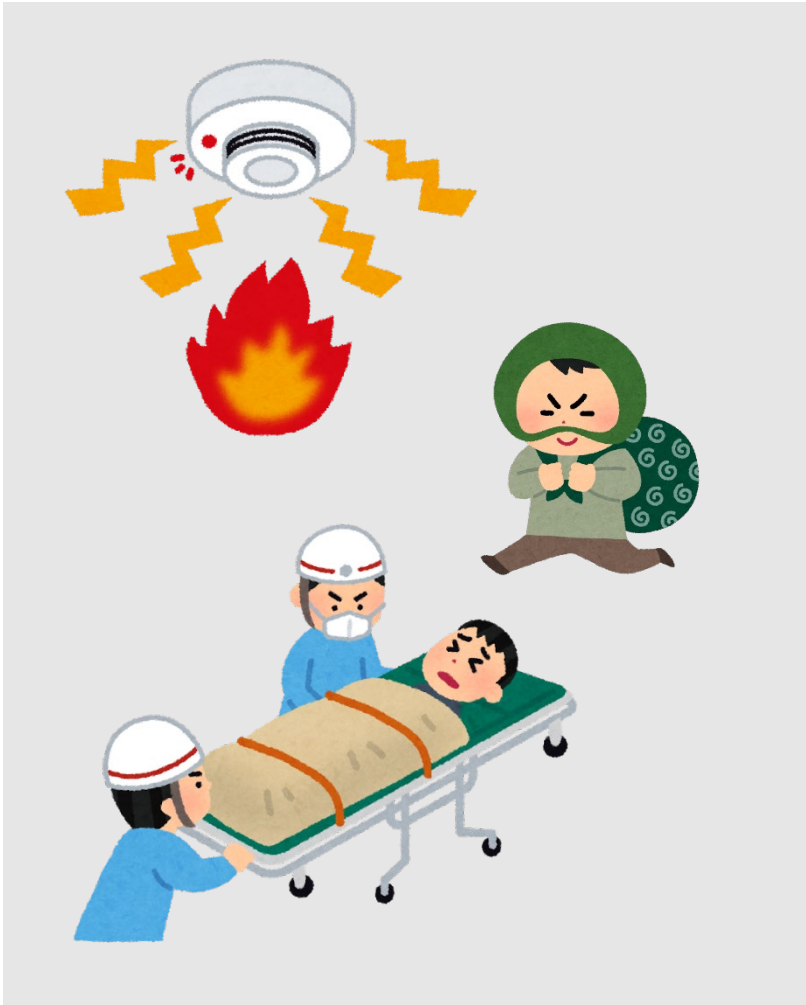
For all residents

Top floor of  
each dorm  
or  
University Library

# Evacuation site (Heavy rain/sediment disaster)



# Emergency contact



- Contact manager, Kuwanoki RA, Okayama University security, or IAD.
- If Japanese support is required (for example) to call the ambulance, Kuwanoki RA can assist you to the hospital.

# Emergency contact

**Ambulance/ Firetruck**

**Police**

**119**



**110**

**Okayama university  
security (24hours)**

**086-251-7096**

**IAD  
(8:30AM – 5:00PM)**

**086-251-7439**

**LINE Group  
(Hosted by RA)**



Please feel free to contact them  
if you have any trouble.

# Medical interpreter book

## BODY STRUCTURE 身体の構造

**Whole body | 全身**

face 顔, neck 首, breast 乳房, nipple 乳首, chest 胸, arm 腕, axilla 腋, celiac plexus みぞおち, flank 脇, belly へそ, belly bottom へそ, thigh 太もも, knee 膝, shin すね

head 頭, shoulder 肩, armpit わきの下, the upper arm 二の腕, back 背中, waist 腰, forearm 前腕, hips 尻, groin 股, leg 脚, calf 足の付け根, foot 足

**Face | 顔**

hair 髪, forehead 額, eyebrow 眉, eyelid まぶた, eyelash まつげ, eye 目, temple こめかみ, ear 耳, ear lobe 耳たぶ, cheek ほほ, nose 鼻, nostril 鼻孔, lip 唇, mouth 口

**Hands | 手**

finger tip 指先, fingernail 指の爪, knuckle 指関節, the back of a hand 手の甲, wrist 手首, palm 手のひら

① thumb 親指, ② index finger 人差し指, ③ ring finger 薬指, ④ little finger 小指

**Feet | 足**

① big toe 足の親指, ② little toe 足の小指, toe つま先, ankle くるぶし, heel かかと, the heel 足の裏, toenail 足指の爪

**Bones | 骨**

skull 頭蓋骨, collar bone 鎖骨, shoulder bone 肩甲骨, breastbone 胸骨, rib 肋骨, spine 背骨, hip bone 寛骨, sacrum 仙骨, coccyx 尾骨, pelvis 骨盤

humerus 上腕骨, radius とう骨, ulna 尺骨, carpus 手根骨, metacarpal 中手骨, phalanx 指骨, femur 大腿骨, kneecap しつがひ骨, tibia けい骨, fibula ひ骨

vestibular nerve 前庭神経, semicircular canals 三半規管, pinna 耳殻, ossicular 小骨, ear canal 外耳道, eardrum 鼓膜, eustachian tube 耳管, cochlea 蝸牛, auditory nerve 聴神経

conjunctiva 結膜, cornea 角膜, pupil 瞳孔, lens 水晶体, iris 虹彩, ciliary body 毛様体, vitreous humor グラス体, retina 網膜, choroid 脈絡膜, sclera 強膜, optic nerve 視神経

## Medical translation book for foreigners living in Japan

日本にいる外国人のための医療通訳ブック

# HELP YOU

English version

病气やケガの時に困らない

伝わりやすいイラストで便利

新潟大学 高橋 姿 前学長 監修

外国人が意外と知らない日本特有の医療制度の解説付



## 3 Medical treatments by specialty

### INTERNAL MEDICINE 内科

This section covers symptoms and exams belonging to the field of internal medicine. 内科で対応する主な症状と診察の流れを紹介します。

**Common symptoms | よくある症状**

fever 発熱	headache 頭痛	shivering 震え
stomach ache 胃痛	vomit 吐き気	chills 悪寒
diarrhea 下痢	loss of appetite 食欲がない	dizziness めまい
constipation 便秘	heavy (legs, etc.) だるい	palpitation 動悸
blood on stool 血便	convulsions けいれん	shortness of breath 息苦しい

**Frequent illnesses | よく起こる病気**

cold 風邪	chicken pox 水ぼうそう
influenza インフルエンザ	HFM (hand, foot and mouth disease) 手足口病
mumps おたふく(風邪)	herpangina ヘルパンギーナ
appendicitis 盲腸	hemolytic streptococcal infection 溶血連鎖球菌症
measles はしか	

**Examination step by step | 診察の流れ**

**Before medical examination 診察前**

- Please check for fever on the thermometer. 体温計で熱を測ってください。
- Please take a urine sample. Please collect the urine in mid-stream. 朝起きたら、尿留めてください。(尿検査) 最初と最後の尿をのぞいた中間尿を採取して下さい。

**Have you ever felt ill during blood tests? 今までに血液検査を受けて、気分が悪くなったことはありますか?**

- We will examine your blood. It will sting a little bit. 血液検査をします。少しチクッとします。

**Medical examination 診察**

- I will put a stethoscope on your chest, so please lift your clothes. Take deep breaths. Breathe in, breathe out. Please take a deep breath. 胸に聴診器を当てたので、服をあげてください。大きく吸って、大きく吐いて下さい。大きく呼吸して下さい。
- I will check for swellings in your throat, so please open your mouth widely. 喉が腫れていないか調べるので、口を大きく開けてください。
- I will touch around your neck to check if there is no swelling. 首の周りを触れていないか触ります。
- I need to check if your belly, so please lay down on the bed facing the ceiling. I will touch your belly, so please lift your clothes. Does it hurt here? お腹を触るので、ベッドの上に向向けになって下さい。お腹を触るの服をあげて下さい。ここは痛いですか?

## 8 MEDICAL CHECKUP 健康診断

This is a comprehensive medical examination to check your health condition every year in Japan. 毎年1回、健康状態を確認するため必ず行っている総合的な健康診断です。

**Examination step by step | 診察の流れ**

Please refrain from eating from 9 pm of the day before the exam. You can, however, drink small amounts of water. 検査前日の20時以降は食べ物は食べないで下さい。少量の水は飲んでもOK!

**In the morning of the checkup 診察当日の朝**

Please take a urine sample when you wake up (Urine examination). Please take a urine sample that excludes the first and last urine. 最初と最後の尿をのぞいた中間尿を採取して下さい。

**Before medical examination 診察前**

Please change your clothes after checking in at the reception. Please keep your valuables with you. 病取にて受付後、服を替えて下さい。貴重品は肌身離さず、持っていて下さい。

**Medical examination 診察**

- I will measure your height and weight. Please remove your shoes and get on the platform. 身長と体重を計ります。靴を脱いで目の上に乗ってください。
- I will measure your blood pressure. Please roll up your sleeves from your left or right arm and insert your arm inside the sphygmomanometer (the device that measures blood pressure). 血圧を計ります。右腕か左腕の服をまくって、腕を血圧計の中に通して下さい。
- Have you ever felt ill during blood tests? 今までに血液検査を受けて、気分が悪くなったことはありますか?
- Please roll up the sleeves from either your left or right arm and bring out your arm. I will give you an injection, so you might feel a slight sting. 右腕か左腕の服をまくって、腕を出して下さい。注射を打つので、少しチクッとします。
- I will conduct an eyesight test. With your finger, indicate the direction where the circle is or. Right? Left? Up? Down? If you are unable to see, please say "NO". 視力検査をします。円の切れ目の方向を指して下さい。右?左?上?下?見えない場合は、「No」と言って下さい。

## 6. Others



# Manager's room



## Open hours

【Kuwanoki】 Mon-Fri 9:00AM-7:00PM  
Sat · Sun 11:00AM-5:00PM

【Shared House】  
Mon · Wed · Fri 12:00PM-7:00PM

【Fukui dorm · International House】  
Mon-Fri 9:00AM-6:00PM  
Sat 10:00AM-3:00PM

Attention

Do not use the manager room's phone number for personal use.

i.e.: Online shopping,  
Bank account,  
Cell phone,  
Credit card contract, etc.



# Percels

## Receiving percels

お知らせ / NOTICE

(N(R)/S(R)/SH 101 号室)

To: 岡天太郎 さん

I keep REGISTERED MAIL / PARCEL BAGGAGE for you.  
 書留郵便 (かぎとめゆうびん) / 宅配便 (たくはいびん) を  
 預かっています。

Please come to the management office of **KUWANOKI DOMITORY**  
**within ONE week. (After a week, we return it to the post office.)**  
 一週間以内に桑の木寮管理人室まで来てください。過ぎると郵便局へ  
 返却します。

**Time is from 10:00 to 18:30** 時間は 10:00 ~ 18:30 までです。  
 3 月 11 日 / 15:20 管理人 MANAGEMENT STAFF

- All mails and parcels addressed to Kuwanoki dorm, or Shared House will be received by the manager of Kuwanoki dorm.
- When you see this notice on your mailbox, please take the paper and come to the manager's room to pick it up as soon as possible.



# Parcels



No refrigeration or frozen parcels



No cash on delivery



Do not specify delivery time

## Attention of parcels

- We do not accept any frozen parcels as they cannot be stored in the manager's room.
- Since we do not have money in the manager's room, we cannot receive parcels with cash on delivery service.
- If you have to use a frozen parcels or cash on delivery, please specify your mobile number so that you can contact the courier directly.
- The manager will only receive your parcels during business hours.

# Rent

## How to pay

請求書

請求書発行日 2021年8月27日  
請求書番号 2100004594

〒  
桑の木留学生宿舎N106  
医歯薬学総合研究科(歯)  
MEMORIE LaSalle 様

700-8520  
岡山県北区津島中一丁目1番1号  
国立大学法人 岡山大学

下記のとおりで請求申し上げます。  
請求金額 21,654円 桑の木留学生宿舎 使用料8月分 外

お支払いいただく際は、下記の「振込用紙」にてお振込みください。  
お支払い期限 2021年 8月 31日までにお支払いください。  
なお、期限までにお支払いいただけない場合、延滞金をいただくことがあります。

A4 東京行 払込取扱票 (振込通知書)

001205 880252 21654  
国立大学法人 岡山大学  
電振 中国銀行法界支店 普通 1797962

30 702100004594 000000000000 000000000000

振込票

001205 880252 21654  
国立大学法人 岡山大学  
電振 中国銀行法界支店 普通 1797962

振込受入票 (振込依頼書)

001205 880252 21654  
国立大学法人 岡山大学  
電振 中国銀行法界支店 普通 1797962

1. Bill will be posted in your mailbox around the 20th
2. Take the bill to pay at the banks or ATM

**Deadline: End of month**

\*The bill includes water and electric fee.

\*Moving in/out in mid-month will still be charged for **full month**.  
(half price for moving in/out in March and September only)

# Rent



## Bank/ATM near the univ.

- Only Japan Post Bank has ATMs that can use payment handling slips.
- When paying at a bank other than Japan Post Bank, pay at the counter.

Deadline: End of month



Japan Post Bank  
You can use the payment handling slips.  
You don't have to input your name and invoice number.



You can't use the payment handling slips.  
You must input your name and invoice number.

If payment is delayed,  
a warning card  
will be issued.



# Utility fee in Shared House

Regardless of the used amount, fee will be

**Fixed charge 5,200yen**



## Utility fee in Shared House

- The utility fee for Shared House is fixed, but the manager reads the usage of each room on the first day of every month.
- If you use it too much, you may incur additional charges.  
Let's keep in mind proper use.



# Utility fee

## Kuwanoki S-Wing · Fukui dorm only

2018年 3月 gasご使用量のお知らせ

岡山ガス様

基本料金 (円)	1,329.48	単価料金 (円/m <sup>3</sup> )	196.32
1ヶ月の使用量 (m <sup>3</sup> )	0~10	基本料金 (円)	238.22
2ヶ月の使用量 (m <sup>3</sup> )	11~25	単価料金 (円)	196.32
3ヶ月の使用量 (m <sup>3</sup> )	26~100	基本料金 (円)	185.08
4ヶ月の使用量 (m <sup>3</sup> )	101~	単価料金 (円)	171.91

今月ご使用量 20m<sup>3</sup>

ご請求予定額 5,255円

支払台帳

5,255

- Kuwanoki S-Wing and Fukui Dorm Gas are individual contracts.
- First, ① notification of usage amount (meter reading slip) arrives, and ② table (payment slip) arrives later.
- You can't pay the bill by using ①. Please wait for coming ②.
- You can pay at convenience stores, post offices, and banks.

We recommend paying at a convenience store!



### Deadline

Kuwanoki S-wing: by 25th (every month)  
 Fukui dorm: by 10th (every month)

# Leaving procedures

- Submit the “Notification of departure” to the manager by 1 month before the leaving day
- Attending the leaving orientation is compulsory

Attention

If you forget to submit the “Notification of departure” 1 month before the leaving day . . .

Penalty fee: 1 month's rent



岡山大学外国人留学生・研究員宿泊施設  
OKAYAMA UNIVERSITY DORMITORY FOR INTERNATIONAL STUDENTS & RESEARCHERS  
退 去 届  
NOTIFICATION OF DEPARTURE

年 月 日  
Date: Year Month Day

岡 山 大 学 長 殿  
To: The President of Okayama University

(Personal) / (Family)

氏 名  
Name (Block letter)

署 名  
Signature

下記のとおり岡山大学外国人留学生・研究員宿泊施設から退去しますので、お届けします。  
I will leave the OKAYAMA UNIVERSITY DORMITORY FOR INTERNATIONAL STUDENTS & RESEARCHERS as following day.

記

1. 居室番号 Room number	<input checked="" type="checkbox"/> 桑の木留学生宿舎 Kawanoki Dormitory <input type="checkbox"/> 福居留学生宿舎 Fukui Dormitory <input type="checkbox"/> 国際交流会館 International House <input type="checkbox"/> 国際学生シェアハウス International Student Shared House	階 Floor	号室 Room number
		階 Floor	号室 Room number
		階 Floor	号室 Room number
		階 Floor	号室 Room number

2. 退去年月日  
Date of departure

年 月 日  
Year Month Day

3. 退去理由  
Reason for departure

4. 退去後の連絡先  
Address after departure

# 100yen shop · Supermarket · Convenience store



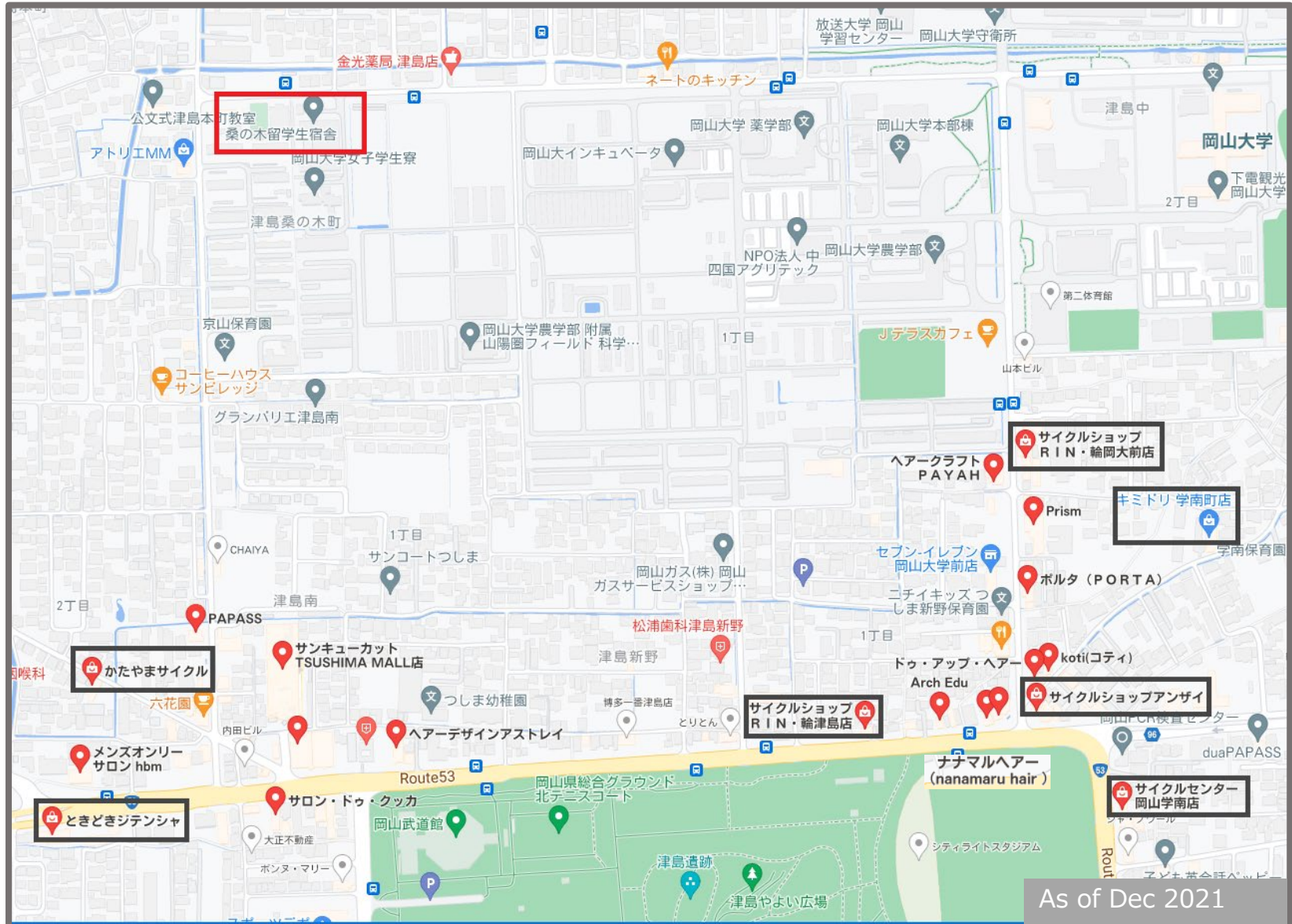
As of Dec 2021

# Post office · Bank ATM





# Beauty salon · Bicycle shop



As of Dec 2021

# Kuwanoki RA Resident Assistant

Kuwanoki RAs run the dorm events and assist the residents  
in case of emergencies

## ***2022 KUWANOKI RAs***



OGAWA, Seigo



ASAHI, Konomi



HAMANO, Hinako



KOSEKI, Genpei



TAKAHASHI, Ayano



ASAKURA, Ayuka

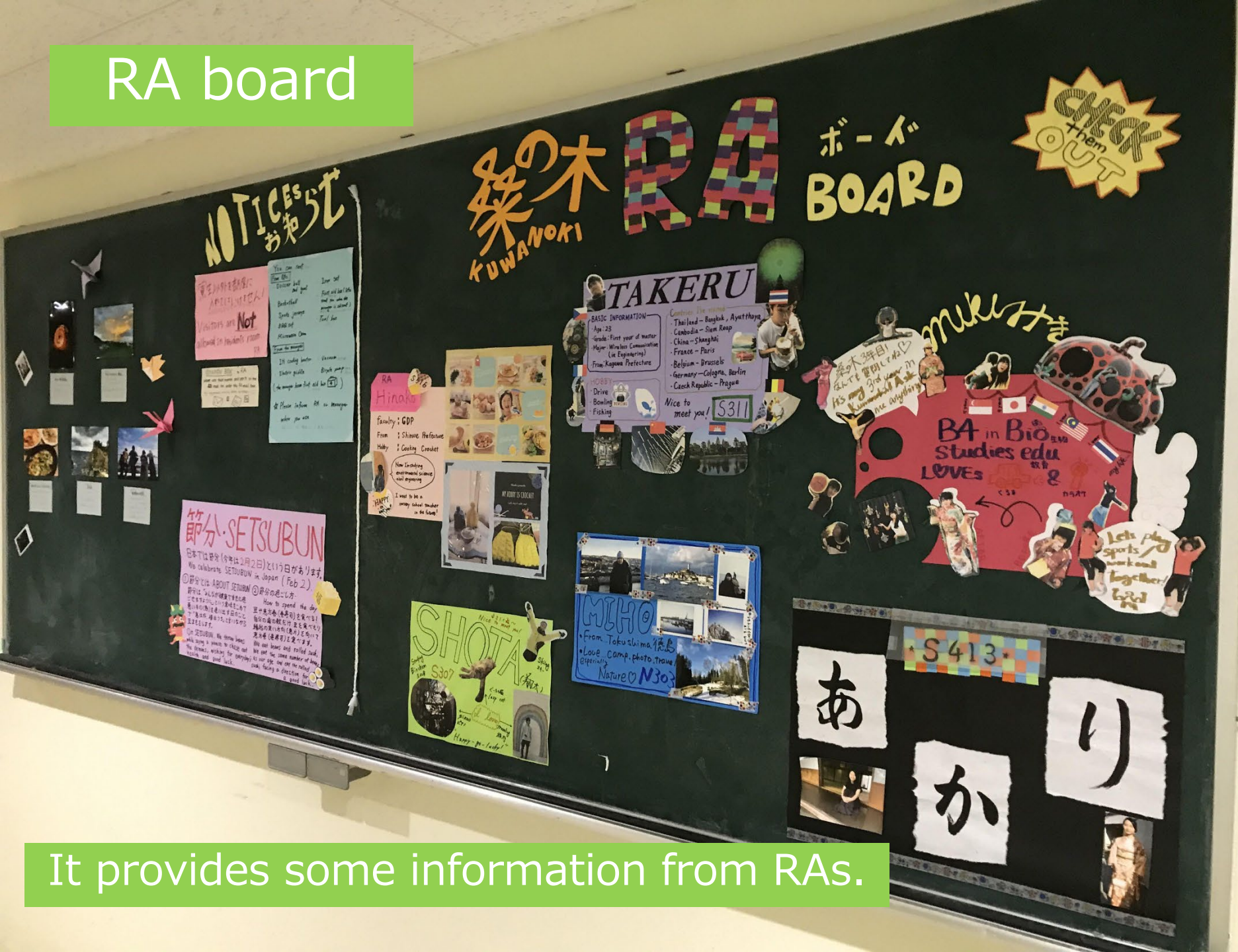


MIZUSHIMA, Daisuke

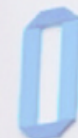


TETSUKA, Minami

# RA board



It provides some information from RAs.



Support for Int'l Students

Study at OU

OU to the World

Int'l Exchange

FAQ

## To Current Residents



[TOP](#) < [Support for International Students](#) < [Housing](#) < [Dormitories and University Leased Apartments](#) < [To Current Residents](#)

### Check!

Please submit the following documents when you move in, when you are going to be away for more than 7 days, and when you move out.  
Orientations are mandatory for ALL residents who move in/out.

## When Moving in

- For all residents
  - [Notification of Arrival](#) PDF
  - [Written Oath](#) PDF
  - [Pledge Concerning the Novel Coronavirus Infection](#) PDF
  - [Checklist for International Dormitory Rules](#) PDF
- For Kuwanoki Dormitory and International Student Shared House PDF



<https://intl.okayama-u.ac.jp/en/support/housing/dormitory/residents/>

- For International House PDF

# What to do next

1. Read the move-in guide
2. Have you submitted documents ①～⑥ to the manager?
  - ①入居届 (Permission for Residence)
  - ②誓約書 (Move-in Contract)
  - ③新型コロナウイルス感染症に関する誓約書  
(Pledge concerning the Novel Coronavirus Infection)
  - ④カードキー受領書 (Confirmation of Receipt of Card Key)
  - ⑤居室内物品・設備リスト (List of things in your room)
  - ⑥留学生宿舎ルールのチェックリスト  
(Checklist for International Dormitory Rules)

