

## Concerning Gifu University's Joint and Several Guarantee System

When renting an apartment in Japan, a jointly and severally liable guarantor is generally necessary. Gifu University has a system by which the University becomes the jointly and severally liable guarantor when finding one is otherwise difficult.

Details of conditions and procedures are as follows.

### [Conditions]

- (1) The person is enrolled as a student (faculty, master's program, doctoral program, research student) at Gifu University.
  - \* A letter of acceptance and a notification of acceptance, etc. are required for a person planning to matriculate. In principle, the date of admission will be the starting day of the guarantee.
- (2) The person has an international student visa.
- (3) The person is enrolled in the Comprehensive Renters' Insurance for Foreign Students Studying in Japan. The enrollment fee is ¥4,000 for one year, ¥8,000 for two years.
- (4) The Comprehensive Renters' Insurance for Foreign Students Studying in Japan applies only to persons who are enrolled in the insurance. If you intend to share the room with a Gifu University student, please have the co-habitant also perform procedures for enrollment in the insurance.

### [Procedures]

- (1) Please have your apartment's real estate company or landlord confirm and consent to the content of the "Joint and Several Guarantee Contract" before you proceed with the contract for the apartment.

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- (2) Please bring the following documents to the Inbound and Outbound Student Affairs Office. You will be given a request form for issuance of a "Joint and Several Guarantee Contract", and a request form for issuance of "Certificate of Comprehensive Renters' Insurance for Foreign Students Studying in Japan", which you will be requested to fill out. These can also be downloaded from the website.

\* The apartment rental contract (a copy is acceptable)

\* Personal seal

\* Student ID card

\* Residence card

\* National health insurance card (Bring an insurance certificate with premium fully paid for one year of validity)

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- (3) After you have filled in the required items on the request form for issuance of the "Joint and Several Guarantee Contract" and the request form for issuance of the "Certificate of Comprehensive Renters' Insurance for Foreign Students Studying in Japan", and after you have received the signature and seal of your academic supervisor, bring the forms to the Inbound and Outbound Student Affairs Office. A payment form required for payment of the insurance premium will be issued. After paying for the insurance premium at a specified convenience store, bring the receipt back to the Inbound and Outbound Student Affairs Office.

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- (4) Three copies of the "Joint and Several Guarantee Contract" will be provided. After these have been signed and the pertinent seals have been affixed, one copy is to be kept by the landlord and one copy is to be kept by you. Please submit the remaining copy to the Inbound and Outbound Student Affairs Office. The "Joint and Several Guarantee Contract" is

subject to examination, and its issuance requires 2 to 5 days.

[Points to Note]

Please observe the following rules during the period that Gifu University acts as jointly and severally liable guarantor for the apartment. Infractions of the rules may result in cancellation of institutional guarantee by Gifu University and expulsion from the apartment. In such a case, the University will not act as jointly and severally liable guarantor for the student that has caused the problems, even if the student moves to another apartment.

- (1) Please pay rent every month by the due date.
- (2) Please remain enrolled in the “Comprehensive Renters' Insurance for Foreign Students Studying in Japan” throughout the period.
- (3) If you receive any caution concerning troubles (noise, garbage disposal, etc.), remedy the situation immediately.

Also, please come to the Inbound and Outbound Student Affairs Office and perform necessary procedures in cases such as the following.

- \* When you are no longer a Gifu University student due to graduation (or program completion), withdrawal, transfer, etc.
- \* When the insurance (Comprehensive Renters' Insurance for Foreign Students Studying in Japan) period of indemnification expires
- \* When you move to another apartment
- \* When trouble such as fire or water damage has occurred at the apartment

[Return of the Insurance Premium]

\* The insurance premium may be returned the case of cancellation due to graduation, etc. during the period of indemnification (if 2 months or longer remain in the period). Following procedures for the return of the money, the remaining amount will be deposited to a specified bank account in 1 month at the earliest.