

Dear International Students

## Procedures for Application for Joint Surety

### 1. Eligibility

- (1) Be enrolled at Ehime University as a student (undergraduate, master, doctor, research student).
- (2) The status of residence is “overseas education” (i.e. eligibility requirement for joining the Comprehensive Renters’ Insurance for Foreign Students Studying in Japan).
- (3) Join the “Comprehensive Renters’ Insurance for Foreign Students Studying in Japan”, operated by the Japan Educational Exchanges and Services.
- (4) During the term of agreement, comply with the instructions to be given by Association of International Exchange and Cooperation for Students in Ehime University (AINECS).

### 2. Flow and method of procedures

\* In some cases, the procedures may differ from the following. In that regard, please follow the instructions of AINECS.

- (1) Decide the preferred property at a real-estate office.
- (2) Submit the documents (e.g. tentative application form, etc.) stating the address of the residence and the period of lease to the secretariat of AINECS (Johoku Campus, Aidai Muse 2F), and apply for the joint and several guarantee. At the same time, take procedures for joining the “Comprehensive Renters’ Insurance for Foreign Students Studying in Japan”.
- (3) Pay the insurance premium at the designated convenience store.

Period of indemnity	1 year	2 years	6months (extension)※
Premium	¥4,000	¥8,000	¥2,000

※Only existing enrollees may choose this option.

After completing the payment, bring the “breakdown and receipt” (“取扱い明細兼受領書” in Japanese) (copy for customer, “お客様控え” in Japanese) to AINECS secretariat.

- (4) Go to the real-estate office and have the “Lease Agreement” be prepared. All of the necessary matters except for the column of joint surety shall be filled in and the seal shall be affixed by the real-estate office.

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(5) When contacted by AINECS, bring the “Lease Agreement” and have the seal affixed on the column of joint surety.

At the same time, receive a “copy for policyholder of the Comprehensive Renters’ Insurance for Foreign Students Studying in Japan” and the half-rate subsidy for insurance premium, and put your signature.

\* The half-rate subsidy for the insurance premium is available only at the time of concluding the initial agreement.

(6) Bring the “Lease Agreement” to the real-estate office.

### **Matters to be noted after moving-in**

■If you graduate or leave the university while you are using this service but wish to continue living in the same apartment, you must change the guarantor and buy fire insurance as well.

■Please carefully keep all the documents prepared at conclusion of the agreement until you vacate the house.

■Please be sure to immediately contact with AINECS when:

1. You have lost the status as an international student at Ehime University due to graduation, completion, expulsion or transfer to another university.
2. The indemnity period of the “Comprehensive Renters’ Insurance for Foreign Students Studying in Japan” expires.
3. The Lease Agreement is renewed or cancelled. (When there is any change in the content of agreement, when you move to another house and the like)
4. The following accidents occur:

In the event that compensation of damages is claimed by the lessor or downstairs residents due to fire, water leakage, gas explosion, etc.

In the event that you have broken any merchandise in a shop.

In the event that while riding a bicycle, you have caused injury to a pedestrian with an accidental contact.

**【Contact】** Association of International Exchange and Cooperation  
for Students in Ehime University  
(International Relations Division of Ehime University)

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