

# Application process flow chart of Kashiwa Guest House

Application



Applicant

Check and Approve



Room arrangement  
Finalize application



Done



Select the applicable one

Joint research user

Participants in the workshops, etc.

Other applicants

Approval request



Host faculty or administrator

E-mail address of "Research Institute or Host faculty or organizer" you inputted

Host faculty or organizer

Notification that it's been approved



Joint Research Program Office  
(Kyodo Riyou Gakari)

Notification details of accommodation arrangements



Applicant

※ When a reservation is done by a person other than the guest, please inform the guest of the booking detail from the applicant.