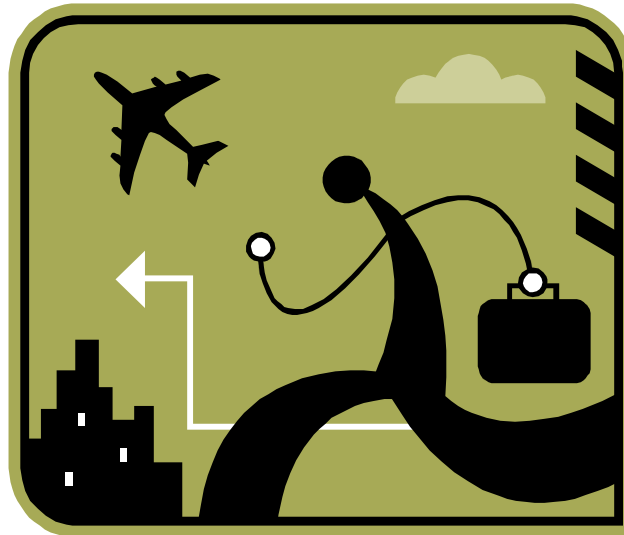


AY2019 Spring Semester- Application Information for Community-based Learning Project

Application period	Program Term	Programs Period
February 7 th (Thu.)~28 th (Thu.) 16:30, 2019	AY2019 Spring Semester	6 period on Tue & Fri +Field Research



Ritsumeikan Asia Pacific University
Academic Office
2nd Edition
(February 14, 2019)

Community-based Learning Program

Community-based Learning Project aims to provide opportunities to learn local revitalization through observation, experiential learning, interview activities, and guest lectures while studying local revitalization from the academic viewpoint in a class. Rather than simply focusing on a single case study, students will take a comprehensive approach to local revitalization through experiential learning at several sites.

Course Registration

Community-based Learning Project	
Instructor	Prof. YOTSUMOTO Yuki Associate Prof. VAFADARI M. Kazem
Field Site	Oita Prefecture (Uchinari in Beppu city, Yufu city, Kunisaki city, Usa city)
Subject	Special Lecture(Asia Pacific Studies)
Credits	4 credits *Credits are counted towards a maximum number of credits registrable per semester.
Language	Japanese/English
Term/Period	2019 Spring Semester 6 period Tuesday and Friday + Field Research
Eligibility	3rd-8th semester (at the time of AY2019 Spring semester)
Academic Year and Semester	<ul style="list-style-type: none"> • <u>Programs will be registered as subjects in AY 2019 Spring semester</u> (The University will register the course before the Course Registration Period A. Please check if it is correctly registered by yourself.)
Main activities	<p>[Uchinari] * Implemented throughout a semester (There is 1 fixed date for Uchinari.)</p> <ul style="list-style-type: none"> ➤ Long-stay tourism research -Research on a long stay project and participation in local events. <p>[Yufu]</p> <ul style="list-style-type: none"> ➤ Destination branding -Interview and data collection from the field for destination branding, zoning, and landscape planning for tourism <p>[Kunisaki]</p> <ul style="list-style-type: none"> ➤ Research on World Agri-heritage Tourism -Stakeholder analysis and interview, including case of Shiitake, Shichi-to-ii, Japanese sake brands <p>[Usa]</p> <ul style="list-style-type: none"> ➤ Community initiatives for local revitalization -Interview and direct observation on local initiatives for new tourist accommodation facilities, local community house, and a new agricultural experience activity design Class in campus and field research at each area.
Grade	A+, A, B, C, F (Release date : 2019 Spring Semester Results Released)
Program Fee	About 9,500 yen * Ground transportation fee are not included. (approx... 15,000 yen).
Other	The maximum number of participants is up to 20. Students may not participate in this program without permission. If the periods of this program overlaps with seminar subjects, mandatory language subject, registration for this program will be deleted.

● Application Information

Application Period

Community-based Learning Project	<p>7th February 2019(Thu.) ~ 28th February 2019(Thu.) 16:30</p> <p><u>Applicants are required to take an interview with an instructor. Please refer to the syllabus for more information.</u></p>
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How to apply

Please do the following **2 steps** during the application period.

Step 1: Please **apply online** through the designated website (Lime Survey).

- The website is made available during the application period.
- Students applying for the Community Based Learning Project need to interview with faculty.
- Screening process will begin after the step1 is completed. If you wish to cancel your application, please make sure to contact to the Academic Office.

Step 2: Please post the following documents into a post inside the Academic Office.

- Please download Pledge from Community-based Learning Page.

【Deadline for submission】

Community-based Learning Project : **April 12, 2019 (Fri). 16:30**

Document	Notes
Pledge	<ul style="list-style-type: none"> • The student must sign in the space allotted for the student's signature and the guardian must sign in the space allotted for the guardian's signature. • The original document must be submitted (copies are not accepted) with handwritten signatures by the student and guardian and stamped by both. • The seal (INKAN) that the student and the guardian use to stamp the Pledge must be different. (Guardian of the international students do not have to stamp but only need to handwrite signature.) • Students will be asked to resubmit a new Pledge form in the case that the student and guardian signatures are not handwritten or in cases where the signatures are alike (i.e. written by the same person).

Selection Process

- A comprehensive selection process will be conducted by screening school records with an emphasis on the personal statement. (Applicants will be contacted separately if an interview is required.)
- Applicants who are in the college that offers a program are given priority in the screening process.
- We can choice online interview by Skype. *Need to register to Skype before application to this program.

Announcement of Acceptance

The University will notify all applicants of their acceptance/non-acceptance by Personal Message on the date for announcement of acceptance.

Community Based Learning Project : **March 8th, 2019**

Conditions of Participation

1. Fees

Program fee

- The specified program fee must be paid to participate in the program. For details, please see P2.
- The finalized program fee and payment deadline will be confirmed by the end of March 2019 and the participants will be informed about the necessary information accordingly.
- Payment deadline will be in April 15, 2019(Mon.).
- In the case that the participant does not pay the program fees by the payment deadline, his/her acceptance to the program will be cancelled on the day after the payment deadline. In this case, we will charge Cancellation Fee as below.

2. Transportation

- Following advices from a supervisor, a participant will arrange by themselves.
*It is not included in the Program Fee

3. Notice

Withdrawing after acceptance to the program

- If there is a change in the number of people after the selection of the program participants, it might not be possible to hold the actual program, and additional fees may be charged to the other participants. Therefore, the university conducts the selection on the basis that students intend to participate at the time of their application to the program, so withdrawals are not allowed after the admission decision.
- Check the program content in advance when applying and prepare by adjusting your other appointments not to withdraw from the programs.
- In the event that a participant must withdraw after the program admission decision (after the announcement of screening result), the student who is withdrawing must pay the designated cancellation fee. In the case, grade will result in F.

Precautions for course registration

- This program will be registered by automatic on Registration Period A. Students cannot cancel this program.
- Be sure to sufficiently check that the subjects taken and the credits earned in this program will not be a problem for your course plan up to graduation. As no special course consideration will be given even if a problem is discovered after acceptance to the program, please take personal responsibility when applying to the program.
- Students are not allowed to participate multiple times in the same program. If you are unsure that the program is the same program you have attended, contact the Academic Office in advance.

Program cancellation and change of its contents

- After careful consideration of the state of affairs (with priority given to student health, safety, etc.) at the field study location, the program may be cancelled or changed as the result of natural disasters, accidents, strikes, infectious disease, political unrest, war, terrorism or other force majeure circumstances. Please make a study plan that takes these possibilities into consideration.
- Some participants may have their participation revoked if deemed necessary even after participating decision announcement.

Cancellation fee

- In the event that a participant must withdraw before or after the program starts, the withdrawing student must pay the expenses that have already been spent on the participant at that time. The cancellation fee includes the bank processing fee (such as the overseas transfer fee).
- If the required program expenses have already been paid to the university, in some cases the cancellation fee will be subtracted and the difference will be returned. The procedure for returning the money may require a certain amount of time in the event that the host institution must refund the money to APU. Thank you for your understanding.

4. Disciplinary rules

In order to mutual understand and adhere to the following four items 1~4, the applicant and sponsor must submit a written pledge.

1. Required Attitude

- (1) All participants in Ritsumeikan Asia Pacific University Off-campus Programs (hereinafter referred as to Program) must abide by the following conditions.
- (2) Participants must understand the aim and the purpose of their chosen program, and should actively participate in the program and take their studies seriously.
- (3) Participants must conduct themselves in a dignified and honorable manner while maintaining the good name of Ritsumeikan Asia Pacific University (Hereinafter referred to as “APU”) and the host institution (Hereinafter referred to as “Host Institution”).
- (4) Participants must act in accordance with the regulations of APU, the rules of the Host Institution, Japanese law and the laws and regulations of the host country or region for the full duration of the program. Participants are also expected to follow all instructions from staff and faculty at both APU and the Host Institution

2. Health Management

- (1) Participants will be responsible for their own personal health.
- (2) Participants must inform APU if they have any pre-existing medical conditions.
- (3) Should a participant require hospitalization or medical treatment, the student must immediately inform APU and the host institution and follow staff and faculty instructions. The participants will be responsible for any medical expenses above that which is covered by their insurance.
- (4) Should the participant require emergency medical treatment or surgery at a time when it is impossible to obtain their permission (or that of his/her guarantor's), the participant agrees to be treated according to the judgment of the staff and faculty of APU and the Host institution and/or doctors.

3. Costs or Compensation

- (1) Necessary costs related to the program (program fee, transportation fee, etc.) must be paid within the designated time frame.
- (2) Should a participant withdraw from the program, or become unable to join or continue with the program owing to injury, disciplinary action, or any other reason, the participant alone will be responsible for all costs incurred, including any costs that APU is required to pay to the host institution.
- (3) In the event that the program is cancelled or changed as a result of natural disasters, accidents, strikes, infectious disease, political unrest, terrorism or other unforeseen circumstances, the participant will not seek compensation from either APU or the Host Institution. In this situation, as in term (3). (2, the participant will be responsible for all costs incurred.
- (4) Neither APU nor the Host Institution will be held financially or otherwise responsible for accidents, sickness, or death that occurs as a result of participant negligence which are beyond the control of either institution.
- (5) Participants will be responsible for any damage or theft of personal belongings, traffic accidents or criminal events that occur and are deemed to be beyond the control of both APU and the Host Institution.

- (6) Participants will be liable for compensation of any damages APU suffers as a result of their grave negligence or wrongful intention.
- (7) The parties involved with program administration such as APU, host universities and/or local institutions, do not represent or act as an agent for any accidents and damages brought by unlawful acts caused by third parties e.g. organizations, individuals, homestay families. Students are responsible for taking any legal action and other related matters. The parties involved with program administration such as APU, host universities and/or local institutions shall not be liable for these incidents.

Others

Handling of personal information

Only information necessary to process travel or insurance application procedures will be provided to the host organization, travel agency, insurance providers, embassy, consulate general, and the Ministry of Foreign Affairs etc. Information provided includes: name, gender, nationality, e-mail address, date of birth, passport number and health condition of the participants.

Attitude

- Participants' positive attitude and effort make a difference in whether their experience from this program is successful or not. Participants are required to be flexible and have a positive attitude that will facilitate their study of intercultural understanding overseas. Participants must understand their purpose of their participation and set their own goals.

● **Contact**

Academic Office (Building B, 1st Floor)

Contact person: Miwa (Mr.)

atfs@apu.ac.jp

TEL 0977-78-1101 / FAX 0977-78-1102