

Japanese Intensive Learning Program

Japanese Immersion Program

Application Handbook

Application Period	Program Duration
Wed., November 16 ~ Fri., December 02	Wed., February 15 ~ Tue., February 28

Ritsumeikan Asia Pacific University
Academic Office
(November 16, 2022)

Program Overview

(1) Overview and Characteristics of the Program

This purpose of this program is to improve students' Japanese proficiency through interaction with local residents, and through activities in the community that cannot be experienced in regular classes in the classroom. Activities will include walking around the Kannawa area of Beppu City, which has a long history as a hot-springs area and is popular for its retro atmosphere, experiencing Kannawa's famous "jigoku-mushi ryori" (steamed food cooked in a steam-packed hell), staying at a therapeutic bath inn, and interacting with people who live in Kannawa while learning about the area and conducting project work in Japanese.

(2) Course Name & Grading

Course Name: Undergraduate Students: "Special Lecture (Language Education Subject)"

Credits: 2 credits

Grading system: Standard Grading (A+, A, B, C / F)

(3) Course Registration and Awarding of Credits

The university will register the subject after applicants are accepted to the program. Credits awarded for this program will count toward the credit registration limit for that semester. Subjects will be graded as AY 2022 fall semester courses.

Application Information

Program Duration

Wednesday, February 15 – Tuesday, February 28, 2023

Program Participants

26 Students (the program will be cancelled if there are not at least 5 participants)

Location

In principle classes will be held in the classroom, but off-campus classes and activities will be held 4 – 5 times throughout the program so students can gather information and interact with local residents. Off-campus activities will focus on the Kannawa area of Beppu City where we have received previous support with JIP, and includes one night at a hot spring inn in the Kannawa area.

Program Fee

15,000 JPY (After results are announced, paid by bank transfer to the designated account by Tue., Jan. 10)

Eligibility

Undergraduate Students: must be between their 1st and 7th semester at the time of application.

English-basis students (non-native speakers of Japanese) currently registered for Japanese Intermediate, or who have completed Japanese Intermediate but who have not yet registered for Pre-Advanced

*Students in the accelerated graduation program cannot apply for the program in their last semester.

Application Procedures

How to Apply

Apply via the link below during the application period.

Application Period: **2022/11/16 (Wed) ~ 12/2 (Fri) 14:00**



Access the application survey at the following URL or via the QR code.

<https://forms.office.com/r/NhmusbAFaf>

Screening Process

Applicants will be screened based on their application documents as well as the results of their interview.

Application Guidance Sessions

Date / Time: 14:20-15:00 Wed, November 23, 2022 (Online)

16:10-16:50 Wed, November 30, 2022(Hybrid)

Zoom MTG ID(both dates): 995 2328 6448

Classroom(11/30 only) : Classroom: F302

Screening Period

- Interviews of students judged to need an interview will be held during the period shown below. Detailed information will be sent to students via an “Action Required Message” on the Campus Terminal after the end of the application period. Please make yourself available during those interview periods.
- Applicants who miss the interview without notice will be considered to have withdrawn from the program.

Interview Date

Wednesday, December 7, 2022 1, 2nd or 5th Period

Screening Results Announced

Tue., Dec. 9, 2022 (via an “Action Required” message on Campus Terminal)

Participants’ Guidance Session

Wed., Dec. 14, 2022, 5th period (16:10 ~) (Location will be announced later)

Notes and Procedures After Results are Announced

Document Submission and Payment of Fees

(1) Submission of Self-Report of Health Status and Academic Studies, and Insurance Declaration

Will be submitted online. Details will be announced later.

(2) Submission of Pledge

The Pledge will be submitted online. The Pledge must be signed by both the applicant and their guarantor. The guarantor who signs must be the same guarantor as submitted at the time of application.

(3) Bank Transfer of Insurance Fee

Domestic travel insurance fees must be deposited into the account designated by APU.

(4) Payment of Program Fee

Program participants must pay the required program fees.

Submission / Payment Deadline for (1) – (4)

By Tuesday, January 10, 2023

(5) Vaccinations / PCR Test

- Those who choose to participate in the program must obtain and submit a certificate of vaccination that states either (1) or (2), shown below.
 - (1) Has received 3 COVID-19 vaccinations.
 - (2) Has received 2 COVID-19 vaccinations, and the second vaccination was within 6 months of the final day of the program.
- Within 72 hours of the program start date (for overseas programs, boarding time), participants must take a PCR test or an antigen test and report the results to the Academic Office. Only those with negative test results may participate in the program. (Details will be provided at the Participants' Guidance Session.)

Submission of a certificate of vaccination

By Wednesday, January 11, 2023

Withdrawing from the Program after Participation is Confirmed (after Release of Screening Results)

- APU will proceed with screening on the assumption that all applicants have every intention of actually participating in their chosen program. A change in the number of participants after confirmation may render implementation of the program unfeasible or cause other participants to incur additional charges. As such, withdrawal after selection is not permitted.
- Please review the program details in advance and ensure that you can participate before applying
- If you need to withdraw from the program after your participation is confirmed (after release of final selection results) for unavoidable reasons, you will still be required to pay the program cancellation fees.

Cancellation Fee

- If a participant cancels their participation before or during the program, they will be responsible for any costs incurred. The cancellation fee also includes bank transfer fees including overseas fees etc.
- If you have already paid the program fee to the university, the total amount, with the cancellation fees deducted, will be refunded. Please note that this refund process may take some time.

Notes and Warnings

(1) Required Attitude

All participants in Off Campus Study Programs must abide by the following conditions:

- 1) Participants must understand the aim and the purpose of their chosen program, actively participate in the program, and take their studies seriously.
- 2) 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").
- 3) Participants must act in accordance with the regulations of APU, the rules of the host Institution, and Japanese law and regulations. Participants are also expected to follow all instructions from staff and faculty at APU.
- 4) If you cause a situation by violating these rules, you may not object to the situation even if you are made to cancel your participation in the program or return to your home country.

(2) Health Management

- 1) Participants will be responsible for their own personal health.

- 2) Participants must enroll in overseas travel insurance and the emergency management support system (J-TAS) designated by the university before departure (overseas programs only).
- 3) Participants must inform APU if they have any pre-existing medical conditions.
- 4) Participants must submit the "Self-Report of Health Status and Academic Studies."
- 5) Should a participant require hospitalization or medical treatment, the student must immediately inform APU and follow staff and faculty instructions. The participant will be responsible for any medical expenses above that which are covered by their insurance.
- 6) 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 APU, the teachers or supervisor, and medical professionals.
- 7) If the faculty and staff of APU or the host university determine that medical treatment is necessary, and the participants refuses to seek medical attention, neither APU nor the host university will be responsible for any problems that may arise as a result.

(3) Costs or Compensation

- 1) Necessary costs related to the program (program fee, insurance, 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.
- 3) In the event that 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 APU. In this situation, as in term 3. (2), the participant will be responsible for all costs incurred.
- 4) APU will not 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 APU.
- 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, 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. Students are responsible for taking any legal action and other related matters. The parties involved with program administration such as APU shall not be liable for these incidents.

(4) Leaving and Returning to the Country

- 1) Participants must not enter the country prior to the start of the program.
- 2) Participants must return to Japan quickly after the end of the program. Participants are not permitted to extend their period of stay in the host country.
- 3) Regardless of 1) and 2), for programs deemed necessary by the University, participants may meet at the site and return home at their own risk if they notify the University of their dates of departure and return to Japan in advance via the method designated at the Guidance Session.

(5) Submission of the Pledge

After understanding the above, the applicant and guarantor must sign and submit the Pledge.

Other

(1) Handling of Personal Information

Only information necessary to process travel or insurance application procedures will be provided to insurance providers, etc. That information includes a participant's name, sex, nationality, email address, date of birth, etc.

(2) Attitude

Participants' positive attitude and effort make a difference in whether or not their experience in the program is a positive one. Participants are required to have a positive attitude that will facilitate their study. Participants must understand the purpose of their participation and set their own goals.

(3) Activity

If an activity is held, participants will not meet at APU but will go directly to the activity site. Please follow the directions of the course instructor and arrive at the meeting place on time.

Schedule

Date	Content
Wed, Nov. 16 – Fri, Dec. 2	Application Period
Wed, December 7	Screening Interviews
Fri, December 9	Results Announced
Tue, January 10	Deadline for Payment of Program Fees
From Wed, February 15	Program Starts

Inquiries

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