

東アジア若手日本語教師特別招へいプログラム

08/09

Special Invitation Programme for Japanese–Language Teachers

This programme is funded by the Japan-ASEAN Integration Fund as part of the Japan-East Asia Network of Exchange of Students and Youths (JENESYS) Programme

1	Programme Description	<p>This programme aims to provide teachers of the Japanese language in the East Asian countries with an opportunity to improve their Japanese-language skills and teaching methodology, and to deepen their knowledge of Japan by participating in the programme at the Japan Foundation Japanese-Language Institute, Urawa, Japan.</p> <p>This Programme is implemented as part of the Japan-East Asia Network of Exchange of Students and Youths (JENESYS) Programme.</p>
2	Duration, Place Number of Participants	<p>May 20, 2009 – July 17, 2009</p> <p>The Japan Foundation Japanese-Language Institute, Urawa (Kita Urawa 5-6-36, Urawa Ku, Saitama City, Saitama Prefecture)</p> <p>50 teachers</p>
3	Description of the Programme	<p>(1) Subjects;</p> <p>(a) Japanese language The aim of the Japanese language classes is to improve participants' proficiency in Japanese up to intermediate- or advanced-level Japanese. Participants are also expected to gain the analytic knowledge necessary to teach Japanese. Classes: practical training in speaking, reading comprehension, oral comprehension, and writing of Japanese language; Japanese grammar.</p> <p>(b) Japanese-language teaching methods The aim of these classes is to enable participants to understand basic Japanese-language teaching methodology, and to improve their knowledge and ability as Japanese language teachers.</p> <p>(2) Cultural programmes; Field trips; home-stay programmes; visits to local schools; cultural demonstrations (tea ceremony, flower arrangement, calligraphy); excursions to the theatre; etc.</p>
4A	Eligible Applicants	<p>Educational organizations that carry out Japanese-language education in the countries mentioned below. (Applications from individuals will not be accepted.)</p> <p>Indonesia, Malaysia, The Philippines, Singapore, Thailand, Brunei, Vietnam, Laos, Myanmar, Cambodia, India, Australia, New Zealand</p>
4B	Eligible Participants	<p>The following candidates are eligible;</p> <p>(1) Those who are employees of the applying organization and who will continue working in that organization after their return to their home country. Current undergraduates and those currently studying to become Japanese language teachers are not eligible.</p> <p>(2) Those who have at least 6 months experience in teaching the Japanese-language (private lessons not included).</p> <p>(3) Individuals who have achieved proficiency in the Japanese-language of Level 4 or 3 of the Japanese Language Proficiency Test or equivalent at the time of application. Those who have the ability of the level 2 or more of the Japanese</p>

		<p>Language Proficiency Test are not expected for the programme as the major part of the programme is spend to improve the Japanese language skills.</p> <p>JLPT Level 4 : must have completed elementary-level grammar, know 100 kanji, have a vocabulary of 800 words, have the ability to engage in simple conversation and read and write short, simple sentences</p> <p>JLPT Level 3 : must have completed elementary-level grammar, know 300 kanji, have a vocabulary of 1,500 words, have the ability to take part in everyday conversation and read and write simple sentences.</p> <p>JLPT Level 2 : must have mastered grammar to a relatively high level, knows around 1,000 kanji and 6,000 words.</p> <p>(4) Those under the age of 35 as of December 1, 2008. (5) Those who are in good physical and mental health. (6) Those who did not receive compulsory education (elementary and junior high school, 9years) in Japan. (7) Those who are not scheduled to come to Japan for study or language training except under this program.</p>
5	Grant Coverage	<p>(1) A round-trip air ticket (as a general rule, discount economy class) between the international airport nearest your residence and Narita International Airport by the most direct and economical route. (2) Airport tax and foreign travel tax. (3) A single room at the Institute. (4) Meals during the program period (partly in the form of cash allowances), a set amount of allowances to cover miscellaneous living expenses. (5) Expenses necessary for participation in the curriculum (study materials, transportation in the curriculum, etc.). (6) Overseas Travel Insurance for accident, illness and injury.</p>
6	Application Procedures	<p>Applications should be submitted to the nearest Japan Foundation overseas office or the nearest Japanese diplomatic mission <u>no later than January 24 , 2009.</u></p>
7	Instructions for Application Form	<p>(1) The application form consists of 6 pages. When applying, please submit this application form together with one copy collated and stapled. The applicant must be sure to keep one copy of the application for him/herself. (2) Candidates who have never taken the Japanese-Language Proficiency Test, are requested to answer the questions in the Japanese Proficiency Self-Check Test attached to the application form and record test scores in the designated columns in the application.</p>
8	Screening Policy	<p>(1) Applicants who meet the application requirements will be judged according to three criteria. (a) Effectiveness: applicant's teaching position (full-time or part-time), influence in and out of school etc. (b) Efficiency of the training programme: applicant's Japanese language proficiency, teaching experience, composition writing skill and so on. (c) Possibility of further development of the candidate: applicant's voluntary participation in training programmes and also by Referee's description of the applicant. (2) Basically, priority will be given to the applicants who have never been to</p>

		Japan, the applicants who has not stayed in Japan for study or language-language teacher-training program as of the starting day of the program.
9	Selection and Notification of Results	The applications will be screened by the Japan Foundation Japanese-Language Institute, Urawa, and decisions will be announced in March 2009. In screening, the Institute shall give priority to organizations that have positively supported seminars or training courses for Japanese-language teachers in their countries. Evaluation of specific applications shall remain confidential.
10	Obligation of the Participants	The participants are required to adhere to; (1) To obey the laws of Japan during their stay in Japan, (2) To devote themselves to the program and not to make use of their stay in Japan for any other purposes such as religious or political purposes, (3) To understand that they are invited as members of a group, and to attend every activity of the program, under the direction of the Institute, (4) To come to Japan no earlier than the commencement of the program, (5) As a general rule, not to go abroad or return to their home countries for the duration of the program, (6) To return to their home country as soon as the official period of the program expires, unless the Institute permits an extension of stay in Japan beyond the program, and (7) Not to be accompanied by their family.
11	Disclosure of Information	(1) Information of successful projects including the name of the applicant and project descriptions will be made public on <i>Kokusai Koryu Kikin Nihongo Kokusai Center Jigyo Hokoku</i> (Detailed Annual Reports of the Japan Foundation Japanese-Language Institute, Urawa Activities), the Japan Foundation's website and other public relations materials. (2) When we receive a request for information based on the "Law Concerning the Disclosure of Information Held by Independent Administrative Institutions, etc." (Law No.140 of December 5, 2001), submitted application forms and related materials will be disclosed, except for information stipulated by law as not to be disclosed.
12	Handling of Personal Information	(1) The Japan Foundation handles personal information appropriately in accordance with the Law Concerning Access to Personal Information Held by Independent Administrative Institutions (Law No. 59 of 2003).For the Japan Foundation's undertakings for the protection of personal information, please see the following website. http://www.jpf.go.jp/j/policy_j/privacy.html (2) The application form and other related documents can not be returned to the applying institution under any circumstances. (3) In some cases the Japan Foundation may use the information written on the application form to contact you to inform candidates of other Japan Foundation activities or to send them some public relations materials. (4) Copies of applications including recommendation forms may be given to those who evaluate the applications in the screening process. (5) Personal information of the participants such as name, country, gender, affiliation, project's category, topic, programme period, etc. will be published in the Program Guide, and may be published in the activities report of the Japan Foundation Japanese Language Institute, Urawa, the Detailed Annual Report of the Japan Foundation Activities, website, application instruction, and other publications by the Japan Foundation. They are may also be used in

		<p>compiling statistics to be carried in the Annual Report, the Detailed Annual Report of the Japan Foundation Activities, the Japan Foundation's website and other public relations materials.</p> <p>(6) In some cases personal information of the participants such as name, country, gender, affiliation, programme period, etc. may be used in analysis for evaluation of the training programmes or for other academic purposes.</p> <p>(7) Personal information of the programme participants such as name, country, gender, date of birth, home address, affiliation, programme period, etc. will be provided to the following institutions;</p> <p>(a) The ASEAN Secretariat (in the JENESYS Programme reports)</p> <p>(b) the Japanese Ministry of Foreign Affairs and its overseas entities (for the purpose of obtaining a visa, confirming participation in the programme, follow-up of the programme)</p> <p>(c) the insurance company and its agencies (for overseas travel accident insurance)</p> <p>(d) related airline companies (for preparation of air tickets)</p> <p>(e) related local governments, cultural and educational entities and host families (for various cultural activities)</p> <p>(f) related transport companies, hotels etc. (for preparation of field trips)</p>
13	Other Instructions for Applying	<p>Click on the address below to download the Japanese Proficiency Self-Check Test. PDF</p> <p>http://www.jpff.go.jp/j/program/japanese/test.pdf</p>
14	Contact Information/ Division in Charge	<p>The Japan Foundation Japanese-Language Institute, Urawa Educational Training Div. 5-6-36 Kita Urawa, Urawa-ku, Saitama-shi, Saitama-ken. 330-0074, Japan Tel: 048- 834-1182 Fax: 048- 834-1170</p>