

IMPORTANT DETAILS

NEW PERSPECTIVES: JAPAN (NP:J) EXPLORERS 2002-2003 ADMINISTERED BY THE LAURASIAN INSTITUTION

*In the original design of the NP:J program, individual students who were not part of a school group could not participate in this study tour program. Beginning in 2002-2003, however, **students in groups of four or less, as well as students new to the world of Japanese language and culture, can participate as an NP:J Explorer** with a Laurasian Institution-designated teacher who is fluent in English and in Japanese. This teacher will guide the group of Explorers in the preparation, study tour, and follow-on phases of this unique program.*

1. PROGRAM DATES:

July 7-22, 2003 (school visits during this time cannot be guaranteed due to the Japanese academic calendar.)

APPLICATIONS

Your completed and signed application and \$250 down payment for the 2003 summer study tour are **due Wednesday, November 27, 2002.**

2. PROGRAM ENROLLMENT:

The 2002-2003 program fee for the NP:J Explorers program is \$3,600. One down payment of \$250 per participant is required. The student's full name should be written on the check. **Make checks payable to: The Laurasian Institution.**

After submitting the down payment, the balance of the program fee(s) is payable in four equal installments. Balances paid in full on the first installment date receive a \$50 reduction off the total program fee.

INSTALLMENT DUE DATES: **Installment One** must be postmarked by **January 10, 2003**; **Installment Two** must be postmarked by **February 10, 2003**; **Installment Three** must be postmarked by **March 10, 2003**; and **Installment Four** must be postmarked by **April 10, 2003**. The student's full name should be written on the check.

In order to receive proper credit for your payments, The Laurasian Institution must receive your signed and completed NP:J Explorers application when you apply. A \$35.00 processing fee will be assessed for any check returned to us by the participant's bank for any reason. The Laurasian Institution will re-deposit such returned checks only once. If the check is returned to The Laurasian Institution a second time, remaining balances must be paid by cashier or money order checks.

The Laurasian Institution will include a participant confirmation form in its initial welcome package which will acknowledge receipt of each participant's down payment. Final travel documents and airline tickets will not be mailed and distributed to those participants who have not submitted all required documents and paid in full.

3. WAITING LIST/LATE ENROLLMENTS:

In the event that you apply, are put on a waiting list because of oversubscription, and then are denied participation in the program, your down payment and all other program payments made to The Laurasian Institution will be refunded in full. A confirmation of participation in the NP:J Explorers program will be mailed by December 20, 2002. Late enrollments are handled on an individual basis and are accommodated based on availability.

4. CANCELLATION/WITHDRAWAL REFUND POLICY:

Since the operation of an international study tour requires extensive long-term planning, costs are incurred long before the actual departure. Keeping this in mind and in the interest of NP:J Explorers participants, The Laurasian Institution observes the following Cancellation/Withdrawal Refund Policy:

- Any participant who notifies The Laurasian Institution **in writing** (on or before March 22, 2003) that she/he is withdrawing from the NP:J Explorers program will be refunded fifty percent (50%) of the \$250 down payment, \$125. The remaining \$125 is retained by The Laurasian Institution to help offset costs associated with the time and resources invested in the withdrawing participant.
- Any participant who notifies The Laurasian Institution in writing that she/he is withdrawing from the NP:J Explorers program after March 22, 2003 forfeits her/his entire down payment of \$250. Any payments made in addition to the down payment will be refunded in full.

- If withdrawal occurs after airline tickets have been issued, an additional \$150 will be retained by The Lurasian Institution to cover airline ticket cancellation costs.
- Any participant who notifies The Lurasian Institution in writing that she/he is withdrawing from the NP:J Explorers program but finds a replacement will be refunded her/his entire down payment of \$250 plus any installments paid to date. Replacements cannot be accepted after April 22, 2003. The replacement participant's NP:J Explorers application, Host Family Participant form and photo, traveler profile form, copy of the passport photo page, down payment, and installment payments to date must be submitted together in one envelope.
- The minimum number of participants in the NP:J Explorers program is ten (10). If there are fewer than ten applicants, this program will be cancelled and your down payment will be fully refunded.

5. PROGRAM FEE INCLUDES:

- Provision of a Lurasian-designated professional teacher who is fluent in English and in Japanese. This teacher will guide each Explorer in the preparation, study tour, and follow-on phases of this unique program.
- Roundtrip air transportation to and from Japan. You will depart from a commercial airport near your home and arrive at Kansai International Airport in Osaka or Narita International Airport in Tokyo. You will depart from either Kansai or Narita International Airports and return to the same airport from which you departed.
- Surface travel to and from the international airports and accommodations in Japan.
- Centrally located accommodations in Kyoto and Tokyo. Your breakfasts and dinners will be included. Lunches are not provided.
- Group email addresses provided by NP:J. On four evenings during the Kyoto and Tokyo portions of the study tour, NP:J Explorers can receive and send emails through special accounts set up by NP:J for their group.
- All train and bus travel expenses as per tour itinerary.
- All entrance fees to special attractions as per tour itinerary.
- Orientation lessons before you depart for Japan. These lessons will help you focus on the areas about which you most want to learn.
- A special presentation in Japan on your study theme.
- Comprehensive sightseeing in Tokyo and Kyoto.
- Cultural exploration activities while you are in Japan.
- Follow-on activities designed to help you reflect on your experience and articulate your new perspective of Japan.
- A homestay experience with a Japanese family.
- Visits to a Japanese school (daily school visits during this time cannot be guaranteed due to the Japanese academic calendar.)

6. PROGRAM FEES DO NOT INCLUDE:

- Participants are responsible for surface travel expenses to and from the commercial airport near your home that is designated by The Lurasian Institution.
- The Lurasian Institution is not responsible for providing insurance coverage of any kind during the NP:J Explorers program. Each participant is responsible for her/his own insurance including, but not limited to, health, travel, or life insurance. Each participant should check that her/his health insurance plan covers accidents and illnesses abroad. A variety of travel insurance policies—covering everything from lost baggage to emergency medical evacuation—are available and can be purchased independently.
- Participants are responsible for certain food costs including all lunch, snack, and drink costs during the study tour. During homestays, breakfasts and dinners are provided. However, participants are expected to pay for any meals eaten outside of the host families' homes.

- All transportation and miscellaneous expenses during any free or private time during the school visit and homestay are each participant's responsibility.
- Due to limited computer availability, participants will not be able to access personal email accounts or surf the Internet while in Kyoto or Tokyo. Please also be aware that host families or schools may not have Internet access for participants to read and send email through their personal email accounts.
- Participants are responsible for the costs of anything they purchase in Japan. Souvenirs can be expensive in Japan. Please note that expenses vary considerably depending on the spending habits of each participant.

Note: *Japan is an expensive country. Prices for many items are almost triple the prices in the United States. Participants will need approximately \$35 per day to cover the expenses noted above. Bringing the majority of your spending money in cash (yen) with a small reserve in travellers checks (yen or dollars) is recommended. Credit cards can be used to purchase items at department stores. But cash is the only accepted method of payment at most small and medium-sized shops. Using credit cards to withdraw cash is not convenient as appropriate cash machines are rare and can be time consuming to locate which will infringe upon your groups' time.*

7. SPECIAL REQUESTS:

It is not possible for The Laurasian Institution to honor special requests such as single hotel rooms or dietary needs. NP:J Explorers participants will adhere to rooming assignments made by The Laurasian Institution and are encouraged to experience Japanese culture and cuisine during the study tour.

8. ROLE OF THE ACCOMPANYING TEACHER:

Explorers will be accompanied by a highly-skilled teacher who is fluent in English and in Japanese. The teacher will "meet" with you and your fellow Explorers on the Internet in advance of your trip to Japan to introduce you to the other Explorers in your group and to help you prepare so you will get the most out of the experience. This teacher will also guide the two-week study tour, helping you understand the striking culture and language of Japan.

The teacher is the liaison between The Laurasian Institution and individual student participants. In most cases, communication and correspondence to student participants will be distributed through the teacher. Likewise, it is the teacher's responsibility to represent her/his group during each of the three phases of NP:J Explorers. Specific teacher responsibilities also include coordinating all predeparture learning and preparation, serving as teacher/chaperone to the individual Explorers throughout the entire two weeks in Japan, and coordinating post-Japan follow-on learning and evaluation.

9. ROLE OF THE STUDENT PARTICIPANT:

NP:J Explorers is a cultural study program. Therefore, students should be prepared to spend a considerable amount of time before, during, and after the tour on study-related activities. This includes preparing for the trip, completing worksheets and evaluations, attending presentations, and participating in discussions as scheduled.

All students are expected to actively participate in all activities during NP:J Explorers, including those arranged by their host schools and families. Students are also expected to behave according to directions given by The Laurasian Institution staff, their teacher, and the faculty and administration of the host school. Students are expected to show consideration to other participants. Specifically, students are expected to observe the following code of behavior:

NP:J EXPLORERS CODE OF BEHAVIOR

- All participants must observe Japanese laws.
- The NP:J Explorers group must travel together, and students must follow the instructions of the group's teacher. Students must always be accompanied by their teacher unless given permission by said teacher.
- All participants must follow the instructions of the staff of The Laurasian Institution concerning administrative matters during NP:J Explorers. Since each Explorers group will be traveling according to its own itinerary, it is necessary that they check in with the staff of The Laurasian Institution at the beginning of each Study Day.
- All participants must take part in activities that are scheduled for the whole NP:J Explorers group, including activities and classes provided by the host school and families. No private itineraries outside the approved schedule are allowed.

- Participants must be punctual for all activities.
- During NP:J Explorers, all participants will be asked to fill out evaluations that will allow The Laurasian Institution to assess the success of the program.
- While you are in Japan, you will be representing your country. Because you are a visitor, your appearance and behavior will be scrutinized by the Japanese around you. Impressions and judgments about your country will be made based upon observations of you. Therefore, behave with courtesy and wear clothing that is modest and neat.
- Extensive walking and stair climbing are part of everyday Japanese life and culture. Visitors to Japan experience this as well. Therefore, NP:J Explorers participants need to be physically and mentally prepared for lots of walking and stair climbing.

The Following Are Not Allowed on NP:J Explorers:

- Personal stereos (radios, headsets, Walkman units, or gear) that interfere with the participant's full attention to NP:J Explorers activities and experiences. Participants may choose to bring personal stereos for the plane ride to and from Japan. However, once you deplane, these items should be packed away for the duration of the study tour. If personal stereos prove to be a distraction while in Japan, they will be confiscated for the duration and returned to the student at the end of the NP:J Explorers tour.

***Note:** Visiting a new country is an experience in observing, listening, being aware, and being sensitive to everything around you. Even while riding a bus or train with other participants, each person has many opportunities to study the culture in the way towns and farms are laid out, in the actions of Japanese walking by, and in the moments of reflection upon what one has already learned. Personal stereos and other such gear isolate participants from their surroundings and hinder the purpose of such a program.*

- Foul, demeaning, and rude language and behavior.

***Note:** Americans have often been stereotyped as rude and aggressive. This is due in part to Americans speaking more loudly than those around them. In addition, expressions of surprise, shock, anger, and even joy are sometimes accompanied by swear words. It is both a common courtesy and a good idea to watch your language carefully in Japan. Many people understand English and your welcome as a guest in their country depends on how they see you, not what you think about yourself. Be more polite than you might ordinarily be and take more time to listen.*

- Behavior prohibited by individual schools.

***Cultural Note:** Japanese schools require that all students, including visitors, remove all jewelry, hats, baseball caps, and make-up when in the schools. Dyed hair (unnatural colors such as green, pink, purple, etc.) and chewing gum are also not permitted. NP:J participants should observe these rules to show respect for Japanese cultural norms.*

The behavior of the student is the responsibility of each individual. When disciplinary action is required, it is the responsibility of the student's group teacher to give the appropriate directions. If a student does not exhibit suitable behavior, or does not follow the directions of the group teacher or of the The Laurasian Institution staff members, the student will be sent home immediately at her/his expense.

10. ROLE OF THE LAURASIAN INSTITUTION:

The Laurasian Institution and/or its agents are responsible for making all program arrangements, including international flights, accommodations, and other Japan arrangements. The study-tour portion of NP:J Explorers begins with the take-off of your Japan-bound flight and ends upon completion of your return flight home. The Laurasian Institution cannot be responsible for events beyond its control, such as (without limitation) acts of God, war, weather, strikes or government restrictions, currency fluctuations, nor in the absence of its own negligence, for personal injury or property damages caused by persons not controlled by The Laurasian Institution such as (without limitations) airlines, bus companies, railways, hotels, and all its suppliers. No responsibility is incurred by The Laurasian Institution for loss of passport, airline tickets or other travel documents, or damage/loss to baggage or personal belongings (at any time). The Laurasian Institution is not responsible for flight delays, missed flights, long lay-overs, or any expenses related to such delays which are beyond The Laurasian Institution's control.

Special events occurring in either Japan or at home may influence the regular operation of NP:J Explorers (championship games, religious celebrations, political events, music festivals, etc.). On these occasions, air service, accommodations, and other services may be limited or extremely expensive. The Laurasian Institution reserves the right to find alternate accommodations and services.

THE LAURASIAN INSTITUTION CONTACT INFORMATION:

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