



Summer Holiday Programs 2017



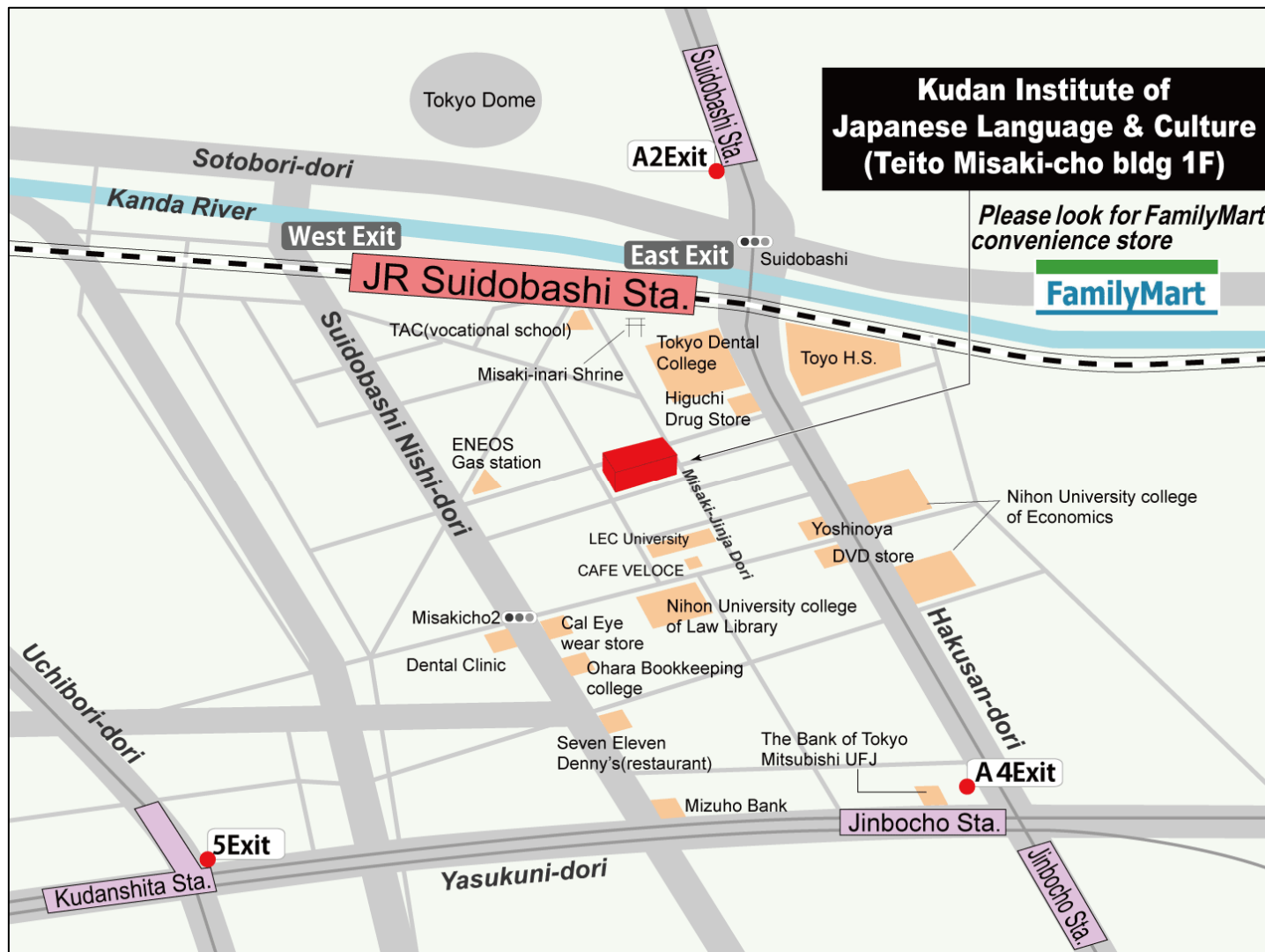
九段日本文化研究所 日本語学院
Kudan Institute of Japanese Language & Culture

Welcome to Kudan!!

Since 1988, we have been providing Japanese language and cultural education in Tokyo.

- ◆ A "Homestay" is the best way to learn Japanese and improve your level quickly!
- ◆ Feel the diversity! Students from more than 45 countries will be at school!
- ◆ The school is located in the easily accessible heart of Tokyo. A 15-minute train ride will take you either in Shibuya, Shinjuku or Ikebukuro. It's convenient to hang around after school!
- ◆ We have English and Korean speaking staff so that we can provide counseling and assistance with both academic and personal matters.

School Map



Address: Teitomisaki Building1F, 2-7-10, Misaki Cho, Chiyoda ku, Tokyo 101-0061, Japan
Tel:81-3-32397923 Fax:81-3-3239-7920

By Train

- Toei-Shinjuku-Line/Eidan-Hanzomon-Line Jimbocho Station A4 Exit 8 minute-walk (600 M)
- Toei-Shinjuku-Line/Eidan-Hanzomon-Line/Tozai-Line Kudanshita Station Exit 5 9 minute-walk (700 M)
- Toei-Mita-Line Suidobashi Station Exit A2 5 minute-walk (400 M)
- JR Line Suidobashi Station East Exit 4 minute-walk (300 M)

Homestay!!



Want to try a “homestay” ?

If you try it...

**You will live with a Japanese family!*

**Your Japanese communication skills
will improve quickly*

**You will experience authentic Japanese
tradition & culture*



The family is looking forward to meeting you soon!

Summer Course 1,2,3

Present Yukata (Summer Kimono) for all participants!!

***This is the most popular course ever! Many students have been studied in this course!!**

The purpose of this course is to provide students with many practices of daily conversation for their spoken & listening skills to be brushed up! In the lessons, you will learn a lot of situational conversation that you may come across during your stay in Japan. This is the ideal course for the student like you who would like to learn Japanese in the relatively short period of time. In this course, you will also experience authentic Japanese culture, tradition, and society through the various activities provided. Thus, you can enjoy your language study as well as sightseeing in Japan!! For your accommodation, we arrange "Homestay". Living with a Japanese family makes it possible for you to experience "REAL JAPAN", and we believe your Japanese communication skills will improve dramatically!

All our "warm-hearted" host families are carefully selected by our coordinator and they are looking forward to meeting you!! Now, let's enjoy your exciting life in Japan!

Courses

Course	Date	Term	Level
Summer Course1	July 8 – August 5	4 weeks	For Beginner, Intermediate & Advanced
Summer Course 2	August 5 – August 26	3 weeks	For Beginner, Intermediate & Advanced
Summer Course 3	July 8 – August 26	7 weeks	For Beginner, Intermediate & Advanced

* For over 15 years old (High school student or older)

*Accommodation: Homestay (We can also arrange private dorm or holiday apartment)

* Activities are subject to change

* Inclement weather may affect certain outdoor activities and can be changed on the day of the activity

Fees

Course	1	339,000 YEN	235,600 YEN
Course	2	325,000 YEN	241,200 YEN
Course	3	560,000 YEN	397,800 YEN
Fee Includes		Registration fee, Tuition, Social activity fee, Airport pickup fee (for sending-off fee <u>NOT</u> included), Accommodation placement fee, Homestay fee (including breakfast & dinner for weekdays, 3meals for weekends) , Text book fee	Without Homestay fee, Accommodation, placement fee, Airport pickup fee
Cost not included		Transportation Expenses (from house to school), Lunch Expenses (during weekdays)	
Note		<u>Application deadline</u> <u>Course 1 and 3: April 20, 2017</u> <u>Course 2: June 20, 2017</u>	
		School staff will meet students who request homestay accommodation <u>at the Narita airport</u> . (Please be sure to arrive on Saturday, before 18:00) Course fees will not be refunded after the program starts due to personal reasons. <u>Please get overseas insurance before you leave your country.</u>	

***4,000 yen bank fee will be charged on the invoice**

Summer Course 1



Trip to a world heritage site “Mt. Fuji”!

*Mt. Fuji is the symbol of Japan and the highest mountain in the country. (3776.24 meters/ 12,380 ft)

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
						7/8 Arrival	9 Free time with your host family or friends
AM	10 Placement test & Orientation	11 study Japanese	12 study Japanese	13 study Japanese	14 study Japanese	15 Tokyo Tour	16 Free time with your host family or friends
PM		Try on Yukata		Making Sushi			
AM	17 National Holiday	18 study Japanese	19 study Japanese	20 study Japanese	21 study Japanese	22 Trip to Hakone	23 Free time with your host family or friends
PM		Handcraft		Cultural Experience			
AM	24 study Japanese	25 study Japanese	26 study Japanese	27 study Japanese	28 study Japanese	29 • 30 Trip to Mt. Fuji	
PM		Asakusa Rickshaw ride	Mt. Fuji orientation		Trip to Mt. Fuji		
AM	31 study Japanese	8/1 study Japanese	2 study Japanese	3 study Japanese	4 study Japanese	5 Departure	
PM		Cultural Experience		Buffet Lunch	Graduation		

Summer Course 2



Trip to Kyoto! ~ the 17 properties of world heritage site are located in Kyoto ~

*Kyoto was Japan's capital for over a thousand years (794-1868)

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
						8/5 Arrival	6 Free time with your host family or friends
AM	7 Placement test & Orientation	8 study Japanese	9 study Japanese	10 study Japanese	11 National Holiday Trip to Yokohama	12 Free time with your host family or friends	13 Free time with your host family or friends
PM		Try on Yukata		Tea Ceremony			
AM	14 study Japanese	15 study Japanese	16 study Japanese	18 study Japanese	18 study Japanese	19 Trip to Chiba Beach Swimming pool BBQ	20 Free time with your host family or friends
PM		Tokyo Sky Tree		Karaoke			
AM	21 study Japanese	22 study Japanese	23 • 24 • 25 Trip to Kyoto Visit to a world heritage site “Kiyomizu-dera” “Kinkaku-ji” “Fushimi-inari” etc			26 Departure	
PM	Kyoto Orientation						

Summer Course 3

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
						7/8 Arrival	9 Free time with your host family or friends
<i>AM</i>	10 Placement test & Orientation	11 study Japanese	12 study Japanese	13 study Japanese	14 study Japanese	15 Tokyo Tour	16 Free time with your host family or friends
<i>PM</i>		Try on Yukata		Making Sushi			
<i>AM</i>	17 National Holiday	18 study Japanese	19 study Japanese	20 study Japanese	21 study Japanese	22 Trip to Hakone	23 Free time with your host family or friends
<i>PM</i>		Handcraft		Cultural Experience			
<i>AM</i>	24 Study Japanese	25 study Japanese	26 study Japanese	27 study Japanese	28 study Japanese	29 • 30 Trip to Mt. Fuji	
<i>PM</i>		Asakusa Rickshaw ride	Mt. Fuji orientation		Trip to Mt. Fuji		
<i>AM</i>	31 study Japanese	8/1 study Japanese	2 study Japanese	3 study Japanese	4 study Japanese	5 Free time with your host family or friends	6 Free time with your host family or friends
<i>PM</i>		Cultural Experience		Buffet Lunch			
<i>AM</i>	7 study Japanese	8 study Japanese	9 study Japanese	10 study Japanese	11 National Holiday Trip to Yokohama	12 Free time with your host family or friends	13 Free time with your host family or friends
<i>PM</i>	Amusement Park			Tea Ceremony			
<i>AM</i>	14 study Japanese	15 study Japanese	16 study Japanese	17 study Japanese	18 study Japanese	19 Trip to Chiba Beach Swimming pool BBQ	20 Free time with your host family or friends
<i>PM</i>		Tokyo Sky Tree		Karaoke			
<i>AM</i>	21 study Japanese	22 study Japanese	23 • 24 • 25 Trip to Kyoto Visit to a world heritage site “Kiyomizu-dera” “Kinkaku-ji” “Fushimi-inari” etc			26 Departure	
<i>PM</i>	Kyoto Orientation						

Application Procedures and Regulations

1. How to apply

Please fill out and sign the application form and transfer the applicable course fee to our bank account. Admission will be granted upon receipt of both your application and tuition.

Please send your application to:

Kudan Institute of Japanese Language & Culture
Teito Misaki-cho Bldg 1F, 2-7-10 Misaki-cho, Chiyoda-ku, Tokyo 101-0061 Japan
TEL: 03-3239-7923 FAX: 03-3239-7920 <http://www.kilc.co.jp> info@kilc.co.jp

Please transfer your tuition to:

Bank Name: Bank of Tokyo-Mitsubishi UFJ Jimbo-cho branch
Saving account : #0430341 Swift code: BOTKJPJT
Account Name: Kudan Nihon Bunka Kenkyujo Nihongo Gakuin

* We do NOT accept checks/credit card payments. Please make sure to wire your tuition.

* You'll be charged additional 4,000 YEN bank fee with the program fee in the invoice.

2. Restrictions

An applicant must be 15 years old (high school student) or older.

3. Payment deadline

If you require an accommodation arrangement, please ensure to transfer the applicable fees before the payment deadline.

4. Cancellation

Notification of intention to cancel course participation will only be accepted in writing.

Cancellation by telephone is unacceptable.

5. Cancellation charge

In the event of course cancellation, applicants will be required to pay a cancellation fee.

6. Refund policy

Cancellation

Before the course starts:

- ① Applicants may cancel their participation in the course prior to the starting date; however they will be required to pay a cancellation fee (as detailed below). The cancellation fee will be deducted from the total amount paid. In cases where the amount received is not enough to cover the full amount of the cancellation charge, applicants will be asked to make up the difference.
- ② A full refund will only be given under the following conditions:
 - a. When an applicant's spouse or member of their immediate family passes away.
 - b. Natural disasters, transportation strikes any other uncontrollable event occurs.
 - c. When the course cannot operate regularly or begin as regularly scheduled.

Cancellation date	Fee
45days to 31 days before starting date	10% of the total fee
30days to 15days before starting date	30% of the total fee
14days to 2 days before starting date	50% of the total fee
The day before or the starting date	100%of the total fee

*If the applicants did not meet policy 3 (Payment Deadline), we will see it has cancelled.

After the course starts: No part of the program fee will be refunded.

*

HOST FAMILY

This program provides you with a "HOMESTAY". Please understand and accept the following conditions below:

- ① Please understand that every host family will vary in terms of religion, occupation, race, nationality, life-style and financial situation.
- ② We take into consideration student requests as listed on the application form and homestay questionnaire; however it may not be possible to grant all requests. Kudan reserves the right to make any final decisions in regards to student placement.
- ③ There may be a delay in sending the homestay matching report to students due to late receipt of the application, changes in arrangements, or sudden family cancellation etc.
- ④ Host family changes will not be permitted based solely on an individual's request.
- ⑤ It may occur that two students or more stay in one family due to an application delay, last minute host family cancellation or change etc.
- ⑥ It may occur that a student is placed with several different families due to an application delay, last minute host family cancellation or change etc.
- ⑦ Please note that commuting will usually be one hour or more, as the school is not located in a residential area.

HOMESTAY

- ① The lifestyle and customs (toilet, bathroom etc) of each family will vary in each household. Please follow what the other members of the family do.
- ② Please make every effort to clearly communicate your thoughts and feelings. Kudan staffs are available to assist you if required. Please also keep it mind that the Japanese way of thinking, manners may be different from your home country.
- ③ Please ask permission from your family and school before inviting your friends' home or going out. Please make sure to give priority to your host family's schedule. Please also take into consideration their schedules when making requests of them.
- ④ It is not considered acceptable to invite one's boyfriend/girlfriend into one's bedroom.
- ⑤ Please keep all valuables (travelers' checks, cash, watches, cameras etc) in a safe place such as a locked suitcase. Your personal items are your responsibility.
- ⑥ Please always carry your passport with you.
- ⑦ Every family will have different meal times. Please follow your family's schedule.
- ⑧ Please obey Japanese law and the school's regulations in regards to smoking and drinking restrictions.
- ⑨ Driving (car, motorcycle, etc.) is prohibited.
- ⑩ Students are responsible for cleaning their own room and doing their dishes. It is greatly appreciated if students offer to assist with their family's household chores.
- ⑪ If a student has agreed to join a party, a trip and sight seeing which their host family has organized, they will be responsible for paying your own way.
- ⑫ A student will be responsible for paying all of their individual purchases, meals outside of the home, telephone costs etc.
- ⑬ Please attend all of the activities in the program. Fees will NOT be refunded if you do not attend or participate in the planned activities.
- ⑭ A student's homestay will be changed to a hotel/dormitory stay if it is consider that the student is not abiding by the regulations of the program. The student will be responsible for paying any additional fees incurred for accommodation, meals and transportation.

Changes

- ① Please be aware that your host family may be changed in the event of a sudden accident, sickness, natural disaster etc. If this occurs prior to your departure for Japan, you may be placed temporarily in a hotel or dormitory until a new placement can be made.
- ② In the case where a homestay has been cancelled after the student has departed for Japan, students may be placed in a hotel or dormitory until a new arrangement can be made.
- ③ In the above two cases, Kudan will pay for any additional accommodation charges and transportation fees, if these fees exceed your initial payment. Please note that the cost of meals and other individual expenses will not be covered.
- ④ Students will be required to stay in a hotel for the evening in the event that they are unable to reach their homestay due to arriving on a flight after 18:00. Students will be responsible for the cost of the hotel. Kudan reserves the right to make changes in the program schedule (excursions, trips, lessons etc.) and will inform students of these changes as soon as possible.