



CALL FOR PARTICIPANTS!!

2011 Japanese Language Brush-up Programme for Diplomats in Japan

*Organised and sponsored by the Japan Return Programme (JRP)
with special cooperation from Academy Hills, Mori Building Co., Ltd.*

●●● Objective ●●●

Diplomats working in embassies or legations in Japan, who have the N4 Japanese proficiency level of the JEES Japanese Proficiency Test (equivalent to the former third level) are invited to participate in the Japanese Language Brush-up Programme through selection based on written tests and the Oral Proficiency Interview. The main objective of this programme is to support diplomats in their efforts to develop their practical language skills, communicative skills and understanding of Japan so that they may perform their duties more smoothly. You are cordially invited to apply.

1. Duration: May 2011 - February 2012 (to be confirmed)

2. Location: Roppongi Academy Hills

3. Number of Participants: 20 students in total (to be confirmed)

4. Programme Details

1) Classroom Lessons

Advanced Level Wednesday (19:00 - 20:30): 90 minute lesson x 20 (one class)

Intermediate Level Friday (19:00 - 20:30): 90 minute lesson x 20 (one class)

2) Private Lesson (75 minutes)

Maximum of three times per person during the programme.

■Brushing up practical Japanese language proficiency

The participants will make presentations and introduce their own culture including aspects connected to business, acquiring comprehensive language skills including grammar, listening, speaking, reading and writing as required in social, business and other situations such as speaking on the telephone, writing emails, etc.

■ Exchange Programmes to better understand Japanese situations and culture

[Examples]

- Cultural exchange and presentation of their own country at the Junior and Senior High School at Komaba, University of Tsukuba.
- Diplomats Forum in Japanese
- Experience of Japanese traditional culture, home-stay experience, meetings with HEISEI-KAI members.
- Get-together with the Diet Member Supporters of the JRP

5. Programme fee: None

6. Expenses to be covered by participants: 10,000 yen (for textbooks, copies, postage, etc.) plus transportation costs regarding participation in classes, presentations and other events.

7. Application Requirements

- 1) Diplomats from the foreign ministry (or equivalent organisations), who need Japanese language skills in order to play an active role as diplomats specializing in Japan in the future.
- 2) Diplomats who have worked in the concerned foreign ministry for more than three years at the time of application.
- 3) Those who are members or have been designated to be members of embassies or legations in Japan in the near future and are able to submit a certificate from the Foreign Ministry.
- 4) Applicants must have the N4 Japanese proficiency level of the JEES Japanese Proficiency Test (equivalent to the former third level), with the skill of reading and writing Japanese at the time of application (preferably with knowledge of 100 or more kanji characters).
- 5) Applicants must have a bachelor's degree or higher degrees (or be recognized as having academic ability equivalent to a university graduate).
- 6) Applicants must be able to participate in the entire programme. Participants who leave the programme or miss two or more lessons without approval by the Japan Return Programme may lose their qualification to participate in the remaining programme.
- 7) Applicants must be able to participate in, and make a speech at the 'Diplomats Forum in Japanese' (Saturday 4th February, 2012).
- 8) Applicants must submit a copy of their speech for the 'Diplomats Forum in Japanese' either in Japanese (handwritten) or in English or their native language.
*If an applicant fails to submit this, no diplomat from his/her embassy can participate in the programme next year.
- 9) Those who will be able to contribute to the activities of this programme as members of the JRP network during their service in Japan as well as after leaving their office in Japan.
- 10) Applicants must submit a message from the Ambassador after he or she has read and agreed to requirements stated above.

8. Schedule

- 1) Please send **the application form** via email or FAX to the JRP office by **the end of April**



Screening Successful applicants will be informed of the interview and assessment test date.



- 2) **Interview and assessment test (in writing and OPI):** **From the day of application to Wednesday 18th May**

Location: JRP office (Akasaka 2-Chome Annex 4F, 2-19-8 Akasaka, Minato-ku, Tokyo 107-0052)

Time required: **Approximately two hours.**

Interviewers: JRP CEO, Miyoko Ikezaki, (Academic Coordinator, Etsuko Koda)

Preparation: Submit a **Self-introduction in Japanese (handwritten in about 800 Japanese characters)** at the interview.



Notification of results **Friday 20th May**



- 3) After successful applicants are notified, **the message from the Ambassador** must arrive by post at the JRP office **by Thursday 26th May**.

*See attached for instructions regarding the detailed format for the message.

- 4) Opening ceremony: **Saturday 28th May (to be confirmed)**

«Organiser and Contact»



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