

Dear Exchange Student,

It is a pleasure for us to welcome you as an exchange student (Kohkan-gakusei) to our District 2630. The Youth Exchange Program is one of the most important and meaningful projects of Rotary. It is a project in which we take great pride, as we feel it is a major step in furthering friendship and mutual understanding among the peoples of the world.

You are coming to our District 2630, which is located in the center of Honshu, the main island of Japan. It is an area particularly rich in the traditional values of Japanese society and holds a wealth of information and culture for you to experience and absorb. It will be a completely new and different experience from any you have had so far. Your host club and District Committee are here to help you over the early rough spots and to try to make this year one of the most profitable and enjoyable experiences of your life.

The District Committee and your host club put a great deal of effort into Youth Exchange Program, but the eventual success or failure depends, to a large extent, on your effort and cooperation. Through years of experiences we have drawn up certain guidelines that we ask you to follow in order to make the operation of the Program go smoothly.

School

As a high school exchange student, you have received a student visa from the Japanese Government to attend a senior high school. Your attendance at high school is a required condition for your stay in Japan.

The Japanese high school is very different in many respects from the school in your homeland. The curriculum varies with many more subjects being carried during scholastic homeland. From tradition, the school is responsible for the students not only while the students are within the confines of the school building, but also at home or even during the holidays. The schools are therefore expected to give their student's

guidelines for behavior at all times and in all places. The school regulations cover an area that includes conduct outside of the school complex. These regulations vary from school to school in specific detail, but overall regulations are generally uniform.

Senior high school in Japan is not compulsory, but about 95% of the junior high graduates goes on to attend senior high. All schools in Japan require a student wear a school uniform. The uniforms vary from school to school. Although the uniforms are not designed to win any fashion contests, you must wear them. **THERE ARE NO EXCEPTIONS.**

No uniform, no school; no school, no exchange student. Each school has its own specific dress code, not only covering the school uniform proper, but foot wear, hosiery, hair style. For the girls, make-up, accessories, hair ornaments, etc. are **TABOO**. Some school may be more lenient than others on their enforcement of these regulations; however, your job is to observe and follow what you are told to.

The school authorities will determine the curriculum you follow as a student in a Japanese high school. You will probably be given a good many study periods for the Japanese language. This may be with teaching help or on your own. Use this time wisely. Your success as an exchange student and your gains from the exchange year will depend great extent on the degree to which you can handle the language. It is very difficult to become close to a people and gain their friendship without communication.

The faster you pick up the rudiments of the language, the quicker you will become a part of your host family and also the local society. Japanese is very difficult; that makes it all the more challenging. There is nothing as sweet as success, especially with a tough language. It can be done, and it has been done. It is up to you.

Smoking and drinking are forbidden by law until the age of 20. Schools in Japan sponsor no social affairs such as dances for the students as dating are forbidden. Some of the regulations may seem strict to a western student and some may strange. But remember that a school is not made by the rules it has but by the people in it. You have come to Japan to become friends with your fellow students, as well as your Rotary contacts. It is hoped that many lasting friends will be made with your classmates as this is what Rotary is striving to accomplish by the exchange program towards **WORLD**

UNDERSTANDING and PEACE.

Host Family

Your host family is your home in Japan. Your host mother and father act as your parents while you are here and it is hoped that your host brothers and sisters will fill the same role as they do in your real home. Family customs, habits, traditions are different, and that is one reason you are an exchange student to learn how things are done in a foreign land through first-hand experience.

Your host club, in accordance with District policy, determines the number of host families and when the students will move to their next home. Sometimes these moves are a bit traumatic, as attachments made during one stay are very deep, and program is to expose each student to as wide an experience as possible, and this means living in at least three or four homes. There are times when the planned host families must be change due to personal for these same reasons. If you are having problem with your present host, we ask that you bring this to the attention of your Counselor or local Committeeman immediately, and it will be given full and immediate attention.

The followings are some thoughts for you to remember and understand:

1. Use the telephone only with the permission of the host family and try to finish talking within three minutes or so, long telephone calls create problems for host. **OVERSEAS TELEPHONE CALLS ARE TO BE PAID FOR PERSONALLY.**
2. When going out at night, you should have express permission of your host; you should have a companion and should return home by 9:00pm.
3. Staying out with your host family is allowed. If you are traveling outside of District, you should have permission from your counselor.
4. Various practices such as the “Tea Ceremony” and “Flower Arranging” should be done at your own expense.

5. When the student must be absent from school, each host should obtain permission from the school and, in the case of a long absence, you should discuss it with your counselor and local Committeeman.
6. Daily necessities such as clothes, etc. are to be looked after by yourself. You should wash your clothes yourself, and when sending them to cleaners, it is at your own expense.
7. You should write to your parents, to your Sponsor Club, to your Sponsor District Committee as often as possible.
8. If you have any problems, talk them over with your host parents or your counselor without reservation. It is desirable that you will meet your Counselor regularly at least twice a month.
9. The followings are strictly forbidden:
 - a) Driving a motor vehicle of any kind and riding a motorcycle.
Even as a passenger.
 - b) Drinking of alcoholic beverages as well as smoking.
 - c) Drugs
 - d) Romantic attachments.

Travel Regulations

The followings guidelines, which shall take the force of rules, are applicable to all students being hosted by District 2630.

Traveling with any Rotary or Rotary-approved family is encouraged. Travel should be confined to times when school is not in session. The local Committeeman should be informed of any travel that the student may take with such a family group if it involves going outside the geographical limits of District 2630.

For individual travel by the student the following procedures are to be followed:

A. Travel within the District

You are free to apply to travel within the District provided the following procedures are followed:

- a) Obtain the permission of your Counselor and host family first with a detailed schedule of where and when you want to go, and by what means of transportation.
- b) Contact your local committeeman and have him or her obtain the necessary clearance from the area you wish to visit. You must stay with Rotarians at your destination and your permission to travel will depend on whether these accommodations are available. Time must be allowed to permit this communication to take place, and this means at least a week's notice. Staying out overnight without permission is strictly forbidden.
- c) Although your destination is within District, if you are traveling long distance, you must have a Rotarian or a member of your host family with you.

STUDENTS ARE NOT TO INVITE OTHER STUDENTS IN DISTRICT 2630 OR OTHER DISTRICT IN JAPAN TO THEIR LOCAL AREA WITHOUT FIRST CLEARING THIS WITH YOUR HOST FAMILY, COUNSELLOR AND LOCAL DISTRICT COMMITTEEMAN.

B. Travel to another District.

You must get permission from Sponsor Rotary Club President and have the club inform the District Committee by turning the travel permission form. Following procedures must be taken.

- a) Provide a detailed schedule of where and when you want to go, and by what means of transportation.
- b) You must have a Rotarian or a member of host family with you while traveling. A member of host family must be over 20 years old.

Traveling with other exchange students or school friends alone cannot be permitted.

Travel Permission form must be turned in at least two weeks prior to your departure.

ALL EXPENSES INCURRED IN THE ABOVE ARE PERSONAL.

Miscellaneous

Word to the wise----

A very common observation by the Japanese people, as well as other Asians, is that western people are too aggressive and too frank. They come on too strong. Some people refer to this as the western hunter and the eastern farmer. The Japanese as an eastern people, treasure HARMONY and HUMILITY in their daily relations.

Allowance---

You will receive an allowance of ¥10,000 per month as pocket money from your host club. This is neither exorbitant nor penurious. The general policy is to make every attempt to live within this as a budget. If you are eating out, try to keep the food bill around ¥500. You will spend a good amount of money on postage and films. Don't go around shooting film like there was no tomorrow. You will be here for a year. Take your time and be selective.

Diary---

It is a good habit to keep a diary, as it will give you something lasting to recall your days by when you return home. It will also help you organize your life here. The first few months may be slow, but after a while you become very busy and will tend to forget a great many of the things that have happened without some kind of record.

Eating out---

As a rule, do not eat out unless you have to. Your host family takes the responsibility to your health when you are with them, and your diet is one of their prime concerns. If you plan on eating out or are in a situation where you have to eat out, pick your places wisely, and do not go into any of the small untidy places. Also, if you are visiting a home and they invite you to stay for a meal on the spot, REFUSE. You will probably be causing them an inconvenience, although they may be quite insistent on having you. A general rule to follow is to take all your meals with your host family, or at homes that have invited you with previous warning and approval of your host family.

Free time---

In the beginning, you will probably have much time on your hands. When you can't communicate, this is a problem. Use as much of your time as you can to study Japanese. Do some reading on things Japanese. Just don't sit and sprout roots. Never close yourself in your room and try what little Japanese you have.

Giving presents---

It is nice to bring a gift when you are visiting someone in the hospital, at invitation etc. They should be simple and original if possible. Some Souvenirs brought from home would be excellent. The idea here is that you thought enough to bring a gift, not the values or the content of the gift. Your host family will probably teach you the marvelous skills they have in wrapping gifts. Birthdays are not celebrated that big here, but a small gift to host brothers or sisters would be nice. Something small, but meaningful. If you go on a trip, it is customary in Japan to bring back a box of sweets or some small souvenir to your family. These are sold everywhere, cheap, and will put you right into the Japanese way of doing things.

Greetings---

Courtesy, good manners and proper respect must be shown at all times to older people. Generally, the Japanese do not show this respect and love outwardly, as by hugging, kissing, etc., but their sentiments are as real all the same. The Japanese use a bow anyone older than you. You should add 'san' after the family name. Thus you would call either Mr. or Mrs. Sato—Sato-san. In your family, to anyone younger than you, you would generally add 'chan' to their given names. Outside of the family, first names are usually not used except when one is very close to the other person.

Inviting others---

Don't go around inviting others to your house for a meal or party without clearing it with your host family in advance. An unexpected guest could be an embarrassment. Ask your host families about this as well as the time for returning home that is customary there. The same goes for you when you are invited. Don't stay for a meal unless previously invited. Also don't stay too late.

Language Study---

There is no easy way to learn Japanese. It must be a concentrated and disciplined approach, with set hours everyday following a standard text. You will not pick it up by walking up and down the street with your ears open: you will pick it up by watching TV. But these are helpful when use together with formal study.

Permission---

Your host family and your Counselor are responsible for you, so make sure you maintain constant contact with them. Most requests you may have can be handled through your host family. If you are going out at night, make sure this is explained to your host family and understand that they have the final SAY on whether you go or not. In the beginning, you will not be allowed out the sight of the host family for any reason. In brief, don't do anything that might cause undue worry to your host family.

Priorities---

You are a Rotary sponsored and hosted exchange student. Your homes are Rotarian's or homes of families approved by sponsor Rotary Club. Therefore, Rotary rules take precedence over all other rules, regulations, customs, habits, supervision or whatever else may enter your head as a possible legitimate reason for getting an exemption from the program outline. Just remember that our rules are made to be observed by you. Rotary comes first, your personal commitments second. During your one-year here at a host club, you are the present and future Exchange Program from that Club. Your success will ensure the continued cooperation of that Club with Youth Exchange Program in that is for many years to come.

Shopping---

If you plan on buying something rather expensive while you are here (camera, watch, CD players, etc.) wait until you have been here awhile and seek advice from your host family or your counselor. They will tell you where to buy and they may be able to assist you getting a bit of a discount. You have a full year, so wait and be selective.

Thank you notes---

Gratitude may be called the forgotten virtue, but it is certainly appreciated. Don't forget to send a note of thanks to those that do favor for you, invite you for a meal, take you out for a trip, help you in shopping etc. Japanese postcards are ideal for this.

Visitations of parents---

Any proposed trips to the country of exchange should not take place in the first six months of the exchange, and if a trip is proposed, it should only take place in the latter months before the return of the student. Even then, the contact with the student should be only for a short period, as those visits tend to interrupt their schooling.

Writing to your host family---

When you return home after a year here, it is recommended to write to your host families, host club, your club, and your school teachers as often as possible. This promotes international friendship as well as the Program itself. Unfortunately some students on returning home fail to write to their host families and host club and this is keenly felt. To help the Youth Exchange Program, DON'T FAIL TO WRITE.

In conclusion, it is necessary for you to bear in mind that you are not a GUEST, but a ROTARY AMBASSADOR or AMBASSDRESS for your country, and also Youth Exchange Committee while you are here. If your behavior is not acceptable to your host club, your school and District Committee, you are subject to be possibility of early return to your home.

EXCHANGE STUDNET INFORMATION

1. Regulations

- a) Telephone: Permission from your host family and try to regulate your call to less than 3 minutes. International calls are your own responsibility.

- b) Going out at night: Ask permission from your host family and make sure you have someone to accompany you.

You must be home by 9 P.M.

- c) Staying out for the night: You are not permitted to stay out for the night unless you contact your Counselor.
 - d) Taking lessons: e.g. Tea Ceremony, Ikebana, etc.
This is at your own expense.
 - e) Absence from School: Have your host family contact the school. If it is for an extended period you must contact your Counselor.
 - f) Daily necessities: e.g. Underwear, Clothes, and toiletries.
These are entirely your own responsibility.
 - g) Washing: Dry Cleaning is your own concern.
 - h) Parcels: When returning to your country, Rotary will assist with costs up until 30,000 yen, but after that you must bear the costs.
 - i) Except for Rotary functions you are expected to attend school.
2. Your counselor shall keep passport, airline ticket and other important papers.
It is better to put your extra money into a bank account.
 3. Please write often to your parents, sponsor club, sponsor district committee and school.
 4. You are neither a guest, nor servant, but you are to behave just like one of your host family members.
 5. If you have any problems at all please inform your host family, or Counselor about it.

6. There things are forbidden:
 - a. Driving and riding on the back of a motor cycle.
 - b. Alcohol
 - c. Smoking
 - d. Boyfriend/Girlfriend

7. Pocket money
10,000 yen monthly