



**The Five College Center for East Asian Studies**  
*as part of the*  
**National Consortium for Teaching about Asia**

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**2010-11 Japan Study Tour Program**

*Physical and Human Geography of Japan*

**Program Overview and Application Packet**

**Application Deadline: 4:30 p.m. Wednesday, February 10, 2010**  
*(3 hard copies of application must arrive at the Center on or before that date.)*



**Support for the Study Tour Program is generously provided by the Freeman Foundation.**

**Five College Center for East Asian Studies  
National Consortium for Teaching about Asia**

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**2010-11 Japan Study Tour Program**  
*The Physical and Human Geography of Japan*

**PROGRAM AT A GLANCE**

In summer 2010 the Five College Center for East Asian Studies (the Center) will conduct a Study Tour in Japan for Center alumni of the National Consortium for Teaching about Asia (NCTA) program. The Study Tour itself is part of the Center's Japan Study Tour Program, which also includes an Orientation Weekend, a Debriefing Weekend, and a dissemination component. Center NCTA alumni—who by March 1, 2010—have completed all requirements of the NCTA seminar they attended are eligible to apply.

The dates of the Study Tour itself are tentatively June 29-July 16, 2010. There is a possibility that the Study Tour will be extended until July 29. Applicants may choose to limit their application to the shorter dates only. (See p. 7 of the application.)

The itinerary includes visits to Sapporo, Hiroshima, Kyoto and Tokyo. It will include home stays, visits to schools and factories, stops at various cultural sites, and a range of presentations. The Program is generously funded by the Freeman Foundation.

There is a required participant contribution of either \$1,300 or \$1,800—depending upon the length of the in-country experience.

The Orientation Weekend will be May 14–16 in South Hadley, Massachusetts. The debriefing weekend will be September 24–26, in Amherst, Massachusetts. Both are required.

The Program is administered by Kathleen (Kathy) Woods Masalski, director of the Center. Maureen (Mimi) Stephens, assistant director of the Center, and Yuko Takahashi, University of Massachusetts Amherst graduate student, will lead the Study Tour. Applicants with questions about the Study Tour Program should contact Kathy at [kmasalsk@smith.edu](mailto:kmasalsk@smith.edu). Applicants with questions regarding the Study Tour itself may contact Mimi at [mstephen@smith.edu](mailto:mstephen@smith.edu). Applications are due by 4:30 p.m. on Wednesday, February 10.

**PROGRAM GOAL**

The overarching goal of NCTA is to foster a permanent place for Asia in the school curriculum. To support this goal, the 2010 Japan Study Tour Program will:

- Increase participants' knowledge by presenting Japan in a local, regional, and world context while using the fundamental themes of geography (location, place, human/environment interaction, regions, and movement);
- Guarantee dissemination of new knowledge and materials that reflect current scholarship and challenge cultural stereotypes of Japan;
- Encourage other educators and pre-service teachers to teach about Japan, and all of East Asia, through presentations conducted by study tour participants;

- Support the development of sister school partnerships and ongoing relationships with Japanese schools and educators; and
- Promote the use of Japanese language phrases in the classroom.

## **FOUR REQUIRED PROGRAM COMPONENTS**

The Japan Study Tour Program will involve NCTA alumni in four distinct program components.

### **I Orientation to the Study Tour Program -- May 14-16, 2010 Mount Holyoke College, South Hadley, MA**

An orientation to the Study Tour Program will begin shortly after the participants are selected. Emails will be sent with required and suggested readings. The on-site Orientation Weekend will be held from 5 p.m. Friday, May 14, through Sunday, May 16, 2010, in South Hadley, MA. The weekend will consist of predeparture logistical information, an introduction to the culture and language of Japan, setting expectations (both yours and ours) and a discussion of participants' curriculum projects. The Center will cover the cost of participants' lodging (double occupancy), meals, a language tape and other material for the weekend.

### **II In-Country Component -- June 29-July 16, 2010, with a possible extension to July 29. Dates are tentative.**

The Study Tour will be held in four locations -- Sapporo, Hiroshima, Kyoto, and Tokyo -- on two of Japan's islands, Hokkaido and Honshu. It will include a wide range of presentations, museum and walking tours, visits to factories and schools, and two home stays. Each teacher will be expected to contribute to a group journal, documenting thoughts and experiences related to the theme of the Study Tour. Each participant will also complete short reflection papers during the Study Tour. At all sites, teachers will have time to gather materials for their schools and professional libraries—materials to be used by them and their colleagues to teach about Japan.

### **III Debriefing Weekend -- September 24-26, 2010 University of Massachusetts, Amherst, MA**

The third required component of the Study Tour Program is the Debriefing Weekend, held September 24-26, 2010. The purpose of the weekend is to debrief our learning experience, analyze assumptions and understandings about Japan, and finalize curriculum projects. The Center will cover mileage (carpooling is required), lodging and meals for the weekend.

### **IV Dissemination Component -- 2010-11 School Year**

There are two parts of the Dissemination component. First, all participants are required to post their curriculum project and other relevant information to the Study Tour website. Participants unfamiliar with how to do this will be assisted. Second, all participants are required to conduct a minimum of one professional development presentation to a group of at least fifteen of their peers. The presentation should be at least an hour and a half and should focus on ways to integrate their curriculum project, as well as information, insights and resources gained through the Japan Study Tour Program, into the curricula. Participants are strongly encouraged to incorporate pre-service teachers into their dissemination plans.

## **ELIGIBILITY FOR THE PROGRAM**

Teachers are eligible if they:

- Have successfully completed all requirements of a Center's NCTA seminar before March 1, 2010.
- Plan on remaining in the classroom for at least five years following the conclusion of the Study Tour Program.

- Have a doctor's verification for fitness to travel.
- Teach full time

### **OTHER IMPORTANT POINTS—PLEASE READ CAREFULLY**

- The Center will likely be able to offer three graduate credits through the University of Massachusetts Amherst at a cost yet to be determined. (For the 2009 Study Tour Program, the cost was \$360.)
- **This is a group Study Tour.** There is almost no time available for activities outside of the Study Tour itinerary.
- To encourage individual exploration, participants are invited to extend their travels in Asia at the conclusion of the Study Tour at their own expense. **Applicants should begin thinking about this option now.** Once an applicant is selected, there will be very little time for him/her to research the possibility of staying on in Asia.
- Accommodations will be double-occupancy. Roommates will be assigned and rotated throughout the Study Tour Program.
- Participants' spouses, family members, and friends cannot be accommodated by the Program.
- We are "on the go" all day and well into the evening with very little down time. Walking two miles in high heat and humidity at a moderate pace are common. All participants are responsible for attending to their own luggage at all times.
- All applicants will be required to sign the "Assumption of Risk/Release and Indemnification of All Claims/ Covenant Not to Sue" form (*The document is available for download on the study tour application webpage, <http://www.smith.edu/fceas/ncta/index.html>*). Anyone who is unwilling or unable to sign the waiver should not apply for the Program.
- Food preferences will not be accommodated. Please note that Japan is an island nation and fish and seafood of all types are found in most dishes.
- Participants who do not complete **ALL** Program parts and follow-up obligations may be required to reimburse the Center for amounts that have been expended on their behalf, including up to \$500 in administrative fees.
- Japan is an urban and formal country. In the Study Tour Program, participants represent the Center, NCTA and the teaching profession as a whole. Therefore there is a dress code on the Study Tour. For men, this means a jacket and tie on some of the days. For women, this means business attire.

### **PROGRAM EXPENSES**

The majority of Program expenses will be covered by the Center, thanks to support from the Freeman Foundation.

#### **The following will be paid by the Center:**

- Costs of double occupancy lodging, meals and teaching materials for the Orientation Weekend;
- Roundtrip international airfare and airfare within Japan;
- Double occupancy lodging, meals, fees, and domestic travel in Japan;
- Books, readings, and curriculum materials for all aspects of the Program; and
- Costs of mileage (*carpooling is required*), double occupancy lodging, and meals for the Debriefing Weekend.

#### **The following additional costs must be borne by the participant:**

- \$1,300 - \$1,800 toward the total cost of individual participation, depending on length of the Study Tour. Half of the amount is due by March 26th. The remaining amount is due by May 14th. *No refunds will be made under any circumstances after May 1.*
- Substitute teaching fees (*if necessary*) for attendance at the Orientation and/or Debriefing

Weekends in their entirety.

- Small gifts to be presented in Japan during the home stays and on behalf of the group.
- A travel insurance policy that includes emergency medical evacuation **and repatriation** insurance.
- Overseas medical coverage (*Most HMO plans do not cover this, and many insurance plans offer very limited coverage. Applicants should check with their health plans. Coverage is often available as part of a travel insurance policy.*)
- Costs associated with the development of the participant's specific curriculum project.
- Daily optional personal purchases (such as bottled water, alcoholic beverages, and snacks) and costs of personal travel during free time or beyond the dates of the Study Tour.
- Costs incurred by deviation from the group airfare package, such as an emergency return to the United States or return to the United States via a route different from the group package.
- Transportation to and from Logan airport in Boston for departure and return from Japan, as well as the cost of getting to and from the Orientation Weekend in South Hadley, MA.
- Costs associated with meeting the dissemination requirement, if any.
- Optional three graduate credits.

### **SELECTION CRITERIA AND PROCESS**

The Center will not discriminate on the basis of race, color, national origin, gender, sexual orientation, age, veteran status or handicapping condition.

#### **CRITERIA**

All applications will be reviewed by a committee and judged on the following criteria:

- Successful completion of the two-year NCTA seminar program;
- Potential for classroom integration and wider dissemination of the Program experience;
- Suitable responses to questions on the attached application;
- History of or potential for influencing colleagues in the field; and
- Personal qualifications and interpersonal skills.

Preference will be given to those who:

- Have not traveled or studied in East Asia in the previous five years.
- Teach in or have a willingness to work with a school district that engages in pre-service programs or has an affiliation with a College or University's department of education.
- Demonstrate a way to incorporate basic Japanese language phrases into their classroom, curriculum development project and/or dissemination activities.

#### **PROCESS**

Notification of selection will be by telephone on or before March 15, 2010.

Notification, **by email only**, to applicants whose applications are not selected will be completed prior to or on March 15.

After successful applicants have been identified, they will be required to submit a form from a physician affirming preparedness for the Japan Study Tour Program. If a physician cannot provide that guarantee, a candidate must withdraw his/her application. Applicants are urged to make an appointment with their physician now. (**Notification of selection will be on or before March 15, and the required verification of fitness must be received by May 14.**)

**TIMELINE 2010 – 2011**

February 10	<ul style="list-style-type: none"> <li>• Application deadline</li> </ul>
On or before March 15	<ul style="list-style-type: none"> <li>• Acceptance notification, by phone, for applicants selected.</li> <li>• Notification, <b>by email only</b>, to applicants whose applications are not selected this year.</li> </ul>
March 26	<ul style="list-style-type: none"> <li>• First deposit deadline</li> <li>• Deadline for “Travel Plans/Variations from Group Flight Itinerary” form</li> <li>• Deadline for signed “Assumption of Risk/Release and Indemnification of All Claims/Covenant Not to Sue” form</li> </ul>
May 1	<ul style="list-style-type: none"> <li>• No refund of any kind for any reason issued after this date</li> </ul>
May 14	<ul style="list-style-type: none"> <li>• Second deposit deadline</li> <li>• Deadline for two copies of passport photo page &amp; proof of insurance</li> <li>• Deadline for “Physician’s Verification of Fitness for Travel” form</li> </ul>
May 14 – 16	<ul style="list-style-type: none"> <li>• Orientation Weekend in South Hadley, MA</li> </ul>
June 29 – July 16 or July 29	<ul style="list-style-type: none"> <li>• Study Tour in Japan (tentative dates)</li> </ul>
September 24-26	<ul style="list-style-type: none"> <li>• Debriefing Weekend in Amherst, MA</li> </ul>
December 1	<ul style="list-style-type: none"> <li>• Deadline for completion of Curriculum Project and submission of a 5-page report detailing efforts or plans to integrate experiences gained through the Study Tour Program into the school curriculum</li> </ul>
2010 – 2011 School Year	<ul style="list-style-type: none"> <li>• 1.5 hour dissemination workshop for 15-20 teachers</li> <li>• Postings to Study Tour program website</li> </ul>
After dissemination requirement completed	<ul style="list-style-type: none"> <li>• Certificate of Completion for Study Tour Program Awarded</li> </ul>

# Five College Center for East Asian Studies National Consortium for Teaching about Asia

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## 2010-11 Japan Study Tour Program Application *Human and Physical Geography of Japan*

Please type or word-process your responses.

Please answer YES or NO to the three statements below.

\_\_\_\_\_ I wish to be considered only if the Study Tour itself is June 29-July 16, 2010 (tentative dates).

\_\_\_\_\_ I wish to be considered regardless of the length of the Study Tour -- June 29-July 16 or June 29-July 29, 2010 (tentative dates).

\_\_\_\_\_ I am a citizen or a permanent resident of the United States.

### A. BACKGROUND INFORMATION

1. Name *EXACTLY* as it appears or will appear on your passport

\_\_\_\_\_

2. Home Address \_\_\_\_\_

3. Home Phone (     ) \_\_\_\_\_ Email address \_\_\_\_\_

4. School Name \_\_\_\_\_

5. Complete School Address \_\_\_\_\_

6. List the name of your NCTA seminar leader, and the year and location of the seminar you attended.

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7. List all grade/course assignments, as well as other responsibilities, for the current school year.

8. Have you previously applied for the Center's NCTA Study Tour Program? Yes  No   
If so, when?

9. Have you traveled in East Asia before? Yes  No  If yes, please list the year(s), in which country(ies), and in what capacity you traveled.

10. How long have you been teaching?  1-5 years  6-12 years  13-20 years  21 years+

11. Please list your academic degrees earned, with the year(s) you received them.

12. If others in your school district participated in a NCTA Study Tour Program, please note their names and when and in which countries they studied and traveled.

13. Are you interested in earning three graded graduate credits from UMass Amherst for the Study Tour Program? Yes  No

14. For home stay purposes, please list ALL allergies here.

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**B. PROFESSIONAL EXPERIENCES** (Each response should be no longer than one page, single-spaced.)

1. How have you integrated the content and materials gained through the NCTA **seminar** into your current teaching assignment?
2. How, **specifically**, will your Study Tour Program experience be integrated into the school curricula? How will your experience help you implement your district or state standards/guidelines?
3. Please list professional development activities in which you have played a *leading* role in the last 5 years. This may include presentations, curricula design, chairing committees, publications, etc.
4. Please share some of your initial thoughts on your curriculum development project.
5. Please provide examples of how you might meet the dissemination requirement. We understand that this plan may change over time, *but please give significant time and thought to this important question.*
6. How might you plan to involve pre-service teachers in your dissemination activities? If you or your district has an existing relationship with pre-service teachers, please describe it here.
7. Do any schools in your district offer the Japanese language? If so, please describe the program.

**C. PERSONAL STATEMENTS**

Study Tours are demanding experiences that require participants to balance their individual interests with the goals set by the Program. With this in mind, please answer the following questions. (*Each response should be no longer than one page, single-spaced*):

1. Discuss any personal health concerns or special needs you might have as a participant.
2. What has been/is your personal and professional involvement with other cultures and societies?
3. How will you deal with the following challenges inherent in group travel?
  - a. Respecting cultural norms different from those of your own culture
  - b. Contributing positively to the dynamics of the group, including adhering to a schedule that requires punctuality and group cooperation
  - c. Walking extensively in hot, humid weather, climbing many stairs, and experiencing crowded situations
  - d. Eating local foods, some of which may not be familiar or inviting to you

**D. RECOMMENDATION FROM YOUR SUPERVISOR**

Please insist that s/he attach the form provided on the next page to his/her letter.

**Letter of Recommendation from Supervisor**

Applicant's Name \_\_\_\_\_

The above-mentioned person has completed a National Consortium for Teaching about Asia (NCTA) seminar and is an applicant for the Five College Center for East Asian Studies 2010-11 Japan Study Tour Program. All participants are required to:

- a) Create a Japan-related curriculum development project that will be posted on our Study Tour website;
- b) Strengthen and enrich Japan-related courses in their own classroom as well as in their school and district; and
- c) Conduct at least one professional development program for 15-20 teachers that is a minimum of an hour and a half in length.

Given these requirements, please attach a letter that addresses this applicant's ability to follow through on the obligations to the Study Tour Program. In addition, please comment specifically on the applicant's initiative, self-discipline, interpersonal skills, teaching ability, *professional leadership skills*, and any other qualities you believe are relevant to a review of this person's candidacy for an intensive group experience in Japan.

I \_\_\_\_\_ (supervisor's name) understand the following:

Please initial:

**\_\_\_\_ I understand that if this applicant is selected and does not complete all parts of the Program, the school may be disqualified from participation in future NCTA programs;**

and

**\_\_\_\_ I understand that the applicant must attend an Orientation Weekend in South Hadley, MA, from 5 p.m. on Friday, May 14, through Sunday, May 16, and a Debriefing Weekend in Amherst, MA, from 5 p.m. on Friday, September 24, through Sunday, September 26. This may necessitate his/her being excused from school-related responsibilities on any or all of these days.**

Name \_\_\_\_\_ Position \_\_\_\_\_

School \_\_\_\_\_

Address \_\_\_\_\_

Telephone (    ) \_\_\_\_\_ Email \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

***This signed form must accompany the attached letter.***

## Terms of Agreement

I have carefully read the packet describing the Five College Center for East Asian Studies 2010-11 Japan Study Tour Program and completed the application form. If I am invited to participate in the Program, I agree to:

- Pay the participant contribution in full. If the program is four weeks long, a deposit of \$900 is due by March 26; the remaining \$900 is due May 14. If the tour is two and a half weeks long, the *total* participant contribution is \$1,300. \$650 is due March 26, and the remaining \$650 is due on May 14.
- Sign and return the "Assumption of Risk/Release and Indemnification of All Claims/Covenant Not to Sue" form and the "Travel Plans/Variation from Group Flight Itinerary" form by March 26.
- Complete all assigned readings and activities by the established deadlines.
- Submit two copies of signed passport photo page, the "Physician's Verification of Fitness" form and proof of insurance by May 14.
- Participate in the entire Orientation Weekend, May 14 – 16.
- Assume personal responsibility to secure and pay for all necessary travel insurance including emergency medical evacuation and repatriation coverage.
- Attend all portions of the Japan Study Tour Program unaccompanied by friends or family.
- Conduct myself in a manner appropriate to the teaching profession.
- Participate in all scheduled activities** in Japan and remain in Japan until completion of the in-country experience, except in the case of an emergency.
- Obey the laws of the United States and those of Japan and refrain from engaging in any unauthorized activities that in the consideration of the group leader is inconsistent with the purpose and best interests of the Five College Center for East Asian Studies and the National Consortium for Teaching about Asia.
- Participate in the entire Debriefing Weekend, September 24 – 26.
- Submit a 5-page report by December 1 documenting how the Study Tour Program experience has been integrated or will be integrated into my curricula, my school's courses, and my district's goals.
- Complete a curriculum development project and post it on the Study Tour Program website by December 1.
- Conduct a 1.5 hour dissemination workshop for 15-20 teachers during academic year 2010-2011 and post all required material to the Study Tour Program website.
- Reimburse the Center for any amounts that have been expended on my behalf, including up to \$500 in administrative fees, if I do not complete all program parts and follow-up obligations.

Applicant's Name \_\_\_\_\_

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

# **Five College Center for East Asian Studies National Consortium for Teaching about Asia**

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## **2010 - 2011 Japan Study Tour Program *The Physical and Human Geography of Japan***

### **Application Checklist**

**One original and two hard copies (THREE total) of the completed application packet must arrive at the Center on or before 4:30 p.m. on Wednesday, February 10, 2010. Please note that electronic and facsimile applications will not be accepted.**

**Address the envelope to:**

Study Tour Selection Committee  
Five College Center for East Asian Studies  
Smith College, 69 Paradise Road  
Florence Gilman Pavilion  
Northampton, MA 01063

**The enclosed packet should include 3 copies of each of the following:**

- Completed Application
- Essay responses to questions
- Letter of recommendation from supervisor (*including signed enclosed form*)
- Signed Terms of Agreement

Thank you for your interest in the 2010-2011 Study Tour Program. If you have any questions about the Study Tour Program please contact Kathleen Woods Masalski (kmasalsk@smith.edu)