Congratulations on your selection as a CGIS exchange student to Kyushu University (Kyudai). A very exciting and rewarding experience awaits you – one that surely will be among the most formative and memorable of your life. This handbook is to be read carefully before you leave, along with materials you’ve received from JTW, and to be taken with you to Japan for future reference.

As an exchange student, you will be one of a very small group of U-M students (perhaps the only one) spending a year at your host university and your program will be a fairly independent one. This manual is designed to provide you with general information about the host universities as well as specific details as regards support services and other local contacts. It is intended to supplement the information provided in the CGIS General Handbook, and we suggest that you take both of these manuals with you when you go and consult them as necessary.

EXCHANGE PROGRAMS IN JAPAN

Exchange programs are different in design from most global study programs. Most importantly, they are reciprocal programs, designed to permit students to switch places for a semester or year, with the incoming student taking the “spot” that the outgoing student has vacated. As a general rule, academic fees, including tuition, are paid to the home university by the outgoing student on behalf of the incoming student; the host university in turn waives all university-related fees for the “guest” student.

In contrast to global study programs, exchange programs are small in size, and operate without the presence of a faculty director from U-M. Instead, important local support services, such as orientation, academic advising, and assistance in locating housing, are provided by staff overseas. JTW (Japan in Today’s World) staff at Kyudai, are assigned to help you in these and other areas, and you should rely on them as necessary. You may find the level of institutional support differs from, and sometimes exceeds, what you are accustomed to at U-M. Patience, persistence, politeness, and recognition of yet another area of cultural difference is important in dealing with international exchange staff at your host institution.

If a problem persists after you have exhausted local resources or if you would like clarification, you should contact CGIS. We will do our best in such cases to assist you in resolving the situation. Please keep in mind that, since we do not have an actual official presence on campus, we may not be immediately aware of problems. We depend on you to inform us if you are having difficulty.

With respect to the demands of academic life, often less self-reliance and independence are required, expected, or desired of students in Japan as compared to students at universities in Europe or the U.S. Your teachers usually will take considerable interest in your work and classroom performance, offering analysis and coaching sometimes to the point of what Americans would consider intrusiveness, as well as inquire into the reasons for any absences or failures to complete assignments. Students are expected to confide in their instructors, even on personal matters, as this is seen as usefully contributing to the student-teacher relationship, and hence to a successful education. Most teaching in the JTW program takes place in small seminars, and final grades are likely to be based on class attendance and participation, several exams, and a final paper.

A degree of uncertainty characterizes Japanese university courses, which American students may find challenging: you will not necessarily receive a syllabus outlining lecture topics and required readings on a weekly basis, as this is not part of traditional Japanese pedagogical culture. Rather, readings, writing assignments, course-related excursions, and exams are occasionally announced at last minute, although staff at JTW routinely advise faculty to avoid this. Tutorial support also will be offered to those who want or need it, but again, you must take steps to initiate this assistance.

U-M students at Kyudai will study and live together with students from countries of the Pacific Rim (Australia, China, Korea, New Zealand, the U.S., etc.) and Europe (Belgium, England, France, Germany, and elsewhere), as well as with a small handful of Japanese students. In such international communities, the lessons, surprises, and benefits of encountering cultural diversity quickly will
become apparent, enriching the exchange experience. You will be observed and judged closely by your Japanese hosts, with regard to your behavior and attitudes, and compared to students of other nationalities attending your program. This puts an unusual burden on U-M exchange students, who are called upon to conduct themselves appropriately in all circumstances, exhibiting, among other things, seriousness toward their work, and tact, sensitivity, and appreciativeness toward their hosts. Self-consciously appropriate conduct requires discipline and sacrifice, but over the long-run builds character and the cross-cultural competency needed for leadership and successful functioning in an interdependent world—personal qualities that ultimately make the exchange experience worthwhile.

ACADEMICS

You will be taking courses with other visiting international students, and a small handful of local Japanese students. There will not be an orientation program or intensive language classes specially designed for U-M students, nor will you be evaluated on a different basis from your classmates; you will all have an orientation together, and be evaluated in the same way. At the end of your stay, the JTW office will forward a course, credit, and grade report to CGIS, which in turn will record this information and then send it on to the Office of the Registrar, for entering in your U-M academic record.

Your U-M transcript will display the course titles, credits, and grades of classes taken abroad.

**LSA students**: the credit you earn on the program will be considered in-residence credit and your grades will be calculated into your overall GPA.

**Non-LSA students**: please contact your home school to determine if grades from CGIS programs will calculate into your overall GPA and what type of credit (transfer credit versus in-residence credit) you will receive for the program.

After your program, Kyushu will send a program diploma and keepsake to the CGIS office for you, it is your responsibility to pick up your package from your CGIS Advisor.

CONTINUING JAPANESE STUDY AT U-M UPON RETURN

Students who plan to continue their study of Japanese language at U-M will be required to take a placement test, administered by the Department of Asian Languages and Cultures, once they return:

http://www.lsa.umich.edu/asian/languageprograms/placementproficiencytests

Please note that grades from overseas university take much longer to receive, and record, than grades at U-M.

ACADEMIC ARRANGEMENTS

As a U-M student participating in a CGIS program, you will be enrolled at U-M simultaneously while you are taking classes at Kyushu. Before you leave Ann Arbor, you need to register for 15 credits of **STDABRD 466** in Wolverine Access for the Fall term of the program, and then register again for Winter term (following the U-M calendar), for the same credits and course number. This is the only course you will be registered for, and it serves as a “place holder,” maintaining your status as a fully-enrolled student at U-M.

When you arrive at Kyushu, you will choose your classes, but in preparation for that Kyushu (and CGIS) expects that prior to traveling to Japan, you have met with a U-M concentration and/or general
advisor prior to discuss with the advisors the courses you plan to take at Kyushu and how they may be used toward your degree. During the orientation at Kyushu, you will draw up your plan of study, and if, for some reason, your final choices differ from what you had originally discussed with your U-M advisor, you should contact the U-M advisor and review with him/her your new selections. (It is useful to cc the CGIS on these e-mail messages, as it will then become part of your CGIS file and can be referred to when you return.)

U-M requires all CGIS to be enrolled for a full load of classes at their host universities. At Kyushu, courses will consist of language courses plus core courses. If you wish to add or drop courses, you will be subject to Kyshu deadlines. If you drop a class, be sure not to fall below program and CGIS requirements for minimum full-time load.

**PASS/FAIL**

CGIS students are allowed to elect courses pass/fail on the program. Please refer to the section on Pass/Fail in the General Handbook for details. If you plan to take a course or courses on a pass/fail basis, notify your CGIS Advisor and submit the Pass/Fail form via e-mail by the deadline: http://www.lsa.umich.edu/cgis/mgap/acceptance.html.

**Special Note:** if you enroll for more than the equivalent of 18 U-M credits while in Japan, you will be charged additional tuition back at U-M when the grades are posted to your account (extra tuition charges apply for courses taken in Japan just as in Ann Arbor).

**CONVERTING JTW CREDITS TO U-M CREDITS**

JTW content courses are each worth 2 U-M credits, though students may elect to complete extra coursework and receive 3 U-M credits.

JTW language courses are converted in the following way:

- Level 0-4 = 4 U-M credits
- Level 5 = 2 U-M credits

**ACADEMIC PROGRAM**

The JTW program at Kyushu, one of Japan’s seven original Imperial Universities, offers U-M students a diverse and challenging introduction to contemporary Japanese society and culture. The curriculum includes rigorous language training from beginning to advanced levels, as well as core courses that focus on a variety of subjects such as Japanese literature, history, international relations, environmental issues, economics, law, agriculture, policy-making, and medicine. U-M students select classes upon arrival and are expected to carry a full load of five-to-six courses each term, equivalent to between 14 and 16 U-M credits. Consult the JTW website for specific course information and requirements.

All courses are taught in English by Kyushu faculty. Individuals with demonstrated proficiency in Japanese language (at least 3+ years of college level instruction) may enroll in general University courses. Field trips are also important components of the program.

**INDEPENDENT STUDY PROJECTS (ISP)**

All JTW students are required to research, in depth, a topic in Japanese studies of their own choosing, and to present their findings in written and oral form. Projects, supervised by JTW or other University instructors, are one or two terms in length depending on the period of JTW program participation. Science or engineering ISPs that further your understanding of Japan are encouraged if
you have the appropriate major or background. Students are asked to decide upon a research topic prior to coming to Japan so as to facilitate the assignment of faculty advisors. Year-long projects are evaluated at the end of the first semester for effort and progress to date, and at the end of the second semester for overall accomplishment. One-semester projects similarly are assessed for effort and achievement at the end of the term.

LOCATION
Fukuoka is a thriving metropolis of 1.7 million residents that has managed to maintain a small-town feel. A renowned seaport and international gateway, the city offers attractive parks, a public zoo, historical and art museums, the largest entertainment and sports venue in Japan, a recently developed seaside area complete with beach and boardwalk, and numerous restaurants, cinemas, and bookstores. Recently, the JTW and JLCC programs have moved to the new Ito Campus, located about one-hour away from the original Hakozaki Campus. The Ito campus is located on the west side of the city, a bit further from the city-center. Local Japanese students will also be living in the dorms that you will be housed in.

For more information about Ito Campus please see: http://suisin.jimu.kyushu-u.ac.jp/en/showcase/index.html

U-M students live in furnished, separately heated and air-conditioned single rooms with single bed, writing desk and lamp, chair, bookshelf, wardrobe, and refrigerator. Pillows, bed linen, towels, and blankets are not provided, but these can be found locally at a reasonable price when you arrive. You should not bring them with you, to save space in your luggage. Shared kitchens on each floor allow students to prepare their own meals. Inexpensive student cafeterias provide another meal option. Weekend home stays may be arranged.

Computer internet access is available in your room, but students must work with a service provider to activate service and are responsible for all associated costs. The Ito Campus dorms will be close to your classrooms and the library.

Students wishing to make their own arrangements for housing, in an apartment or with a home stay family may do so on their own, but are required to notify CGIS if they do not require housing through the JTW program.

CALENDAR
The JTW first semester begins in late September, runs through mid-February, and includes a two-week Christmas/New Year break. Students carry out independent study projects and study Japanese intensively from late February to mid-March. The second semester starts in early April, after a two-week spring vacation, and ends in late July. U-M students may not arrive late or depart early. The Kyudai JTW calendar can be found on their website: www.isc.kyushu-u.ac.jp/jtw/courses/life.htm and is normally updated in the summer prior to the program.

COSTS
Program costs include U-M tuition (At appropriate resident/non-resident upper-/lower-division rate. For more info see: http://umich.edu/~regoff/tuition ) and the cost of your mandatory HTH Insurance coverage at a rate of $1.10/day with a one-time $5 registration fee.

The Japanese Ministry of Education (Monbukagakusho) JASSO scholarship may provide 1 U-M recipient with a monthly stipend of approximately 80,000 yen for room and board. These JASSO scholarships are extremely competitive and limited, and it is not guaranteed that a U-M student will receive one. Be prepared to participate in the program without this scholarship support.
All students who participate in the JTW program (with or without the JASSO scholarship) are responsible for their housing, meals, and personal expenses.

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BEFORE YOU GO: TRAVEL, MONEY, AND VISAS

TRAVEL

Because students have individual schedules and often want to travel either before or after programs, CGIS does not arrange travel for students. All students, except those who plan to travel in Asia before the start of the academic year, should avoid making firm reservations until you receive word from Kyushu about the academic year schedule. You must arrive at your host university in time to participate in the mandatory orientation programs both universities offer for incoming international students. Note that the dorms will only be open on a certain day for you to move in- if you arrive prior to that date, you should be prepared to stay in a hotel until the dorms open. The official arrival dates will be given to you some time in the summer.

MONEY

As exchange students, you will not be required to pay tuition to your host university, but you will be responsible for the costs of housing, food, local transportation, books, and all personal expenses while you are abroad. Please read carefully through the materials supplied by your host university as well as the budget sheet provided by CGIS to calculate what expenses to expect and how best to handle your money.

You probably will spend more overseas than in a comparable period at home because of unusual opportunities. Some students recommend that you bring a generous estimate of what you will need for your first two months (keeping a small amount on hand for emergencies) and record your expenses so you can get additional money sent to you based on a budget for the rest of the year. Students estimate that they spend at least ¥10,000- ¥15,000 per week on postage, snacks, meals, transportation, gifts, books and magazines, bars, and field trips.

It is wise to have some yen on arrival in Japan; take about ¥40,000- ¥50,000 to be able to handle a taxi, train ride or meal. You can easily change money at the airport, where rates are the same as banks. Most U.S. banks with international operations can special-order yen, although you may not receive as many yen when you exchange dollars in the U.S. as you will in Japan. Most people in Japan pay cash and feel safe carrying significant sums around with them.

ACCESSING FUNDS IN JAPAN

Past students have found different ways to meet their financial needs in Japan.

1) **ATM Machine**: One of the easier ways for you to access money will be for you to keep your US-based bank account and ATM card. You can use the ATM card in Japan, at machines and banks where the logos on the back of your card match the logos on the ATM machine (PLUS, CIRRUS, etc). Your family can deposit money for you in the US, and you can withdraw money (in yen) in Japan. There will be withdrawal fees associated with cash withdrawal, so you should investigate the best way to withdraw the most money with the least fees.

   Prior to departure, inquire with your bank or card companies in the U.S. to see if you can use your ATM card or debit card and personal identification number (PIN) from abroad to access funds in your U.S. account. In addition, find out if ATMs are accessible in the area where you will reside in Japan. The cash amount you will be able to withdraw from an ATM in Japan is
limited to the amount you can withdraw in America rounded down to the closest ¥10,000. Be careful: some students report that foreign cards can get stuck in ATMs.

ATMs at 7-Eleven convenience stores across Japan accept many international debit or credit cards. According to 7-Eleven, most Plus and Cirrus cards should work, including Visa, MasterCard, Maestro, American Express, JCB, and UnionPay cards. The service charge differs depending on the card. This service is available in most regions of Japan, including most of Honshu, all of Hokkaido, and much of Kyushu.

2) **Post Office Savings Account:** It is possible to open a savings account at a post office. With this type of account, you can withdraw money at post offices throughout Japan for free. Major post offices have facilities for exchanging cash and traveler’s checks. In addition, many post offices have ATMs. These ATMs are usually open longer hours than the bank, and you can withdraw money from these ATMs during the weekends for free.

3) **Japanese Bank Account:** Although it is recommended for convenience, you do not need to open a bank account in Japan, but some students feel this is a great way to handle money if you will be in Japan for a year program. You might also open an account at the U.S. branch of a large Japanese bank (Sumitomo, Sanwa, Tokyo-Mitsubishi, etc.) before you leave for Japan. (Be sure to leave your account number with your parents so they can make deposits for you if necessary.) Most banks are open weekdays (9 a.m. to 3 p.m.) and closed on weekends and national holidays. ATM hours are usually weekdays from 8:30 a.m. to 6 or 9 p.m., and there is an extra fee between 6 p.m. and 9 p.m. On weekends, ATMs may be used until 5 p.m. for a fee of U.S. $1 to $2 per transaction. Some convenience stores have ATMs connected to major banks. Verify this information with your bank when you open an account.

**PAYING FOR THINGS IN JAPAN**

1) **Most purchases must be paid in cash, so don’t expect to charge most of what you buy.** Most banks will not allow you to withdraw cash with a credit card, but there are ATMs in Kyoto where you can withdraw funds directly with debit cards that access the Plus, Cirrus, NYCE, and other global networks. Most people in Japan pay cash and feel safe carrying significant sums around with them.

2) **Debit Cards:** Debit cards are not used in Japan to pay for things (but if your debit card is also a credit card, you should be fine). Credit cards such as JCB (Japan Credit Bureau), Visa, MasterCard, Diner’s Club, and Bank Americard are widely accepted (Visa is accepted more than MasterCard) at major restaurants, hotels, and in department stores.

3) **Traveler’s checks** (some in yen and most in dollars) are convenient, can be replaced if lost or stolen, and can be exchanged at most bank branches or hotels (you may be asked to show your passport for identification). They are not often accepted at stores.

4) **Personal checks** are **not** used in Japan. Personal checks or bank checks (drawn against either a dollar or a yen account) are difficult to cash at best, and the process takes five-to-six weeks. Where possible to cash, there will be a large handling fee per check. Japanese banks will not accept personal checks made out to students. You should ask at your bank at home, however, if special bank account arrangements are possible with cooperating banks in Japan.

**VISAS**

The CGIS office does not provide visa application assistance; you are responsible for applying for and obtaining the visa required for your program. Information about visa requirements and application procedures can be found at [www.us.emb-japan.go.jp/english/html/travel_and_visa/travel_and_visa_index.htm](http://www.us.emb-japan.go.jp/english/html/travel_and_visa/travel_and_visa_index.htm)
U.S. citizens must obtain a student visa in the U.S. prior to departure. (Non-U.S. citizens, please check with the Japan Embassy to determine if a study visa is required: Electronic Embassy. When researching the visa application process, pay close attention to requirements to exit the country and reenter the U.S.)

About two to four weeks prior to departure, you will receive the various documents (e.g., official program admission letter, Certificate of Eligibility, verification of scholarship award, etc.) needed to apply for a student visa from the Japan Consulate nearest to your state of permanent residence. After receipt of this document, immediately apply for a student visa at the Japan consulate. You cannot apply for your student visa until you have received the Certificate of Eligibility from your host university.

You are responsible for ensuring that your visa does not expire before you leave Japan. Per Japan government regulations, students who stay in Japan illegally, even one day past the visa expiration period, will be fined, sent to a detention center, expelled immediately, and prohibited from returning to Japan for five years.

WHILE THERE: ETIQUETTE, INSURANCE, AND SAFETY

ETIQUETTE / INVITATIONS

When invited to someone’s home, arrive on time, take an omiyage (gift), and thank the host afterwards by telephone, postcard, or letter. Avoid bringing food that must be eaten immediately, so that your host does not feel obligated to serve it.

NAMES

As you probably already know, the Japanese use one's family name rather than one's first name. Since your family name may be difficult to pronounce in Japanese, use a nickname or your first name. Most Japanese use their surname followed by san, sensei (literally, "teacher," but also used in addressing politicians, doctors, and dentists) or the title of the person being addressed (for example, Suzuki Kyoju = Professor Suzuki, Suzuki Bucho = Director Suzuki, and Suzuki Gakucho = University President Suzuki).

SOCIAL DRINKING

Drinking alcohol is acceptable social behavior in Japan and Japanese students frequent pubs (izakaya). Although the legal drinking age is 20, beer and whiskey are available everywhere, including in vending machines. Among Japanese, excessive drinking is tolerated; an individual's actions while drunk are excused--even bad-mouthing the boss or fighting. Your status as a visitor, however, makes you fall outside the boundaries of acceptable Japanese social behavior. Such actions are not considered proper for you and may reflect badly upon you, the University of Michigan and the United States overall. We do not recommend you take advantage of Japanese tolerance for drinking! If you do not wish to drink in a social situation, it is fine to request a non-alcoholic substitute. If invited out, do order something, even a soda; your host may be uncomfortable if you do not ask for anything to drink.

THE GAIJIN SYNDROME

You may be addressed in Japan as Gaijin or Gaijin-san. Literally translatable as "outside person," it is commonly used to mean something like "that person who doesn't look (act, talk, whistle, choose your verb) like a Japanese." Tokyo and Fukuoka have lots of foreign visitors every year, so you may not be referred to as gaijin as often as if you were living in the countryside. Put your energies into learning the language and customs and soon the gaijin-ness will be a non-issue.
GENERAL POLITENESS

Japanese are taught from childhood to observe the following customs:

- **At the entrance of a home (genkan):**
  - Remove shoes and turn them towards the front door to step into when leaving
  - Place slippers in the slipper rack or turn them for the next guest to step into when leaving
  - Avoid wearing slippers on tatami and in areas where outdoor shoes are worn

- **At the tokonoma (the place of honor in a house):**
  - Upon entering the guest room (kyakuma), a guest approaches the tokonoma and sits Japanese-style to view the flower arrangement or art object placed there by the host

- **On a zabuton (a cushion for sitting in a tatami room):**
  - Guest waits for the host to offer the zabuton s/he is to use
  - Be careful never to step on a zabuton
  - Avoid sitting with legs crossed if you are female (this acceptable if you are male), and instead to lean to one side with legs parallel and folded beneath you

- **At the table:**
  - Keep one's hands off the table during meals
  - Use both hands when picking up a teacup
  - Use both hands when passing the rice bowl for a second helping
  - After using chopsticks, to lay them on the backside of the dish (farthest from you), parallel to the edge of the table
  - If serving chopsticks or spoons are not provided with a dish of food, to use one's own chopsticks to take from the dish, but using the end of the chopsticks not put into one's mouth
  - Never to stick chopsticks straight into a bowl of rice, or when not using chopsticks, to rest them on the rim of one's bowl
  - Never to scrape waribashi (disposable wooden chopsticks) against each other after breaking them apart, but rather to remove splinters quietly and without display
  - Hold or at least touch the sake cup or beer glass when someone is refilling it
  - People usually only pour for others, waiting patiently for someone else to refill their own cup (it is important to be mindful of other peoples' cups)

- **Use of the hands and feet:**
  - Pass, not throw, small things to another person
  - Not kick a door shut, or slam doors
  - Never point at objects with the foot, or put one's feet up on a chair, desk, etc., especially if it would mean facing the bottom of one's feet toward a professor or other meue na hito (person with status above yours), considered extremely rude

- **When walking:**
  - Keep to the left except on roads where there are no sidewalks
  - Walk on the right side facing traffic where there is no sidewalk
  - Cross at pedestrian crossings, and not between corners
  - Refrain from eating or drinking while walking (though younger people increasingly do this, it is still considered bad manners)

MEDICAL COVERAGE FOR UNIVERSITY OF MICHIGAN STUDENTS

INSURANCE

All University of Michigan students are required to be covered by HTH Worldwide health insurance while abroad and are automatically enrolled by CGIS. Details of your plan can be found in the CGIS
JAPANESE NATIONAL HEALTH INSURANCE

Additionally, if you are spending at least one academic year in Japan in Kyushu, you are required to purchase the Japanese National Health medical insurance plan (students going to AIKOM may purchase this if they wish). Relatively inexpensive—approximately 5,000 yen per month for the first three months and 2,000 yen per month thereafter—the plan covers 70% of medical bills (hospital fees and related medical expenses).

SAFETY

Although Japan is one of the safest countries in the world (see the Japanese Consulate website for safety information) you should still keep an eye on your possessions and lock your doors. Wallets get lifted in Tokyo as well as in New York and, since you often will be carrying important documents (ATM card, Alien Registration Certificate), be careful.

You usually need not fear walking by yourself, even late at night. However, when you are in an unfamiliar area (or even in a familiar one), be alert. AIKOM and JTW staff will be able to tell you which areas in Tokyo and Fukuoka respectively are less safe than others, and at which times.

Women are usually safe in Japan, even when traveling alone. Occasionally, you may be approached or propositioned (more likely if the man is drunk), but remember that for some Japanese, you are the manifestation of a movie or television image they have of American (or Swiss, or French, etc.) women. Most of the time, the approach will be verbal, and will not become physical, so stay calm and in control of the situation. Tell a harasser firmly to leave you alone. You may be more successful at getting rid of him if you pretend to speak no Japanese, and then switch over and surprise him if he is persistent. Almost always, the man will give up and leave you alone. If not got to the nearest police box (kouban) or draw public attention to the situation—shouting kaji (“fire”) is the quickest way to gain attention. Fortunately, as more foreigners go to Japan, as more Japanese travel abroad, and as media images improve, fewer people assume that Western women are as “liberal” as they are portrayed, and such incidents are decreasing. Do not let fear prohibit you from going anywhere (within reason), but take your self-confidence and prudence along.

Note: The relative safeness of Japan is not necessarily found elsewhere in Asia. When traveling outside of Japan, heightened concern and additional precautions are called for. Consult the relevant Consular Information Sheet for the country you will be visiting: http://travel.state.gov/travel/cis_pa_tw/tw/tw_1764.html

NATURAL DISASTERS

EARTHQUAKES (JISHIN)

Japan has an average of three to seven earthquakes a day, but most are so small that you will not feel them. Historically, earthquakes are more prevalent in Tokyo than in other areas. In case of a major earthquake,
  1. Think quickly and do not panic
  2. Turn off gas, oil, and electricity if you know how to do so (ask program staff ahead of time what you should do in the event of an earthquake)
  3. Clear an exit by opening doors or windows
  4. Seek a safe place—the best place is outside if you are already outside, away from buildings, but if you are inside at the time of the quake, stand in a doorway or get under a strong table or desk
**TYPHOONS (TAIFU)**

Typhoons are winds born at sea which grow to exceed 75 mph. If they move to land, they bring terrific winds and torrential rains that can cause flooding and damage. The typhoon season is typically from August to October. The radio and TV broadcast warnings of impending typhoons. The best way to prepare is to stay inside, securing doors and windows (in a Japanese-style house, shut the amado (rain shutters).

**IF YOU GET LOST…**

When traveling, always carry your address (written in kanji) and telephone number, as well as a copy of the information and photo pages of your passport. Always also carry your Alien Registration Certificate; this is required by law, and it could help someone assist you in case of an emergency. Keep some small change to make a telephone call if you don't have a cell phone (keitai denwa) or don't have cell phone service. In an emergency situation without enough money to get home, go to the nearest police box and explain your circumstances. Usually the police will ask you to sign a form and then give you money for transportation or a telephone call. You are expected to return the amount later.

Japanese are usually willing to help you if you are in need, but it is important to express your gratitude and not to take advantage of their kindness. When someone has gone of his or her way to help you, get a telephone number or address and do something kind to show your appreciation.

The CGIS General Handbook offers additional advice on staying safe while abroad.

**A FINAL WORD**

Enjoy your experience abroad – it will be a truly unique period in your life, and will pass more quickly than you think. Make time to pursue interests and take advantage of opportunities that might not present themselves here. If there is anything our office can do to make your stay easier, please let us know.

**CONTACT INFORMATION**

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Website: www.isc.kyushu-u.ac.jp/jtw/index.htm

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**EMERGENCY**

Contact your local program/on-site staff immediately if you are the victim of crime or need emergency assistance. Please also contact the University of Michigan to let us know of the situation as soon as you are able. The University of Michigan Department of Public Safety has a 24 hour number which is
(734) 763-1131. They will then contact the necessary on-campus offices, including CGIS, to respond to your situation. You may provide this same 24 hour number to your parents should they experience an emergency and need to get a hold of you while you are abroad and are unable to contact you directly. To contact HTH Worldwide in the event of an emergency, call 1-800-257-4823 or globalhealth@hthworldwide.com.