



Michigan-Shiga High School Exchange ミシガン滋賀高校生海外相互派遣事業

A Michigan-Shiga Sister State program administered by
the Japan Center for Michigan Universities (JCMU)

ABOUT THE PROGRAM

The Michigan-Shiga High School Exchange is a longstanding two-way exchange program in which 15 Michigan high school students are given the unique opportunity to stay with a student from Shiga Prefecture, Japan for two weeks in the summer. The Michigan students attend school with their Shiga hosts and spend time experiencing daily life and Japanese culture with their host families. In September, the Shiga students visit Michigan for two weeks and stay with the family of the student they hosted, allowing for a reciprocal exchange of culture, language, and friendship.

Hundreds of Michigan high school students have traveled to Japan and hosted their Japanese friends since the exchange began in 1990, contributing to the mutual understanding and appreciation that exists between our two great states and countries. Originally coordinated by the Michigan Board of Education, the program is now administered by the Japan Center for Michigan Universities (JCMU).

ELIGIBILITY & REQUIREMENTS

- Applicants must be in 9th, 10th, or 11th grade at the time of application.
- Applicants should be open-minded, flexible, and willing to accept new challenges.
- Applicants must have a passport that is valid for at least 6 months past the program end date and must be able to submit a copy of the passport signature and photo page by April 1, 2020.
- Students and parent(s)/guardian(s) must attend the orientation held at MSU in East Lansing.
 - Scheduled for Sunday, April 19, 2020. If you have a conflict of schedule, please contact us as soon as possible. Other arrangements may be possible depending on the circumstances.
- Michigan families must arrange to pick up their Shiga student at the welcome event in Lansing.
- Michigan families must arrange to bring their Shiga student to the farewell event at the end of the homestay (in/near Lansing, MI; exact location TBD), and attend the Farewell Reception.
- The high school that the Michigan student attends must be willing to welcome a Japanese student to its classes for two weeks in September.
- **To be considered, applicants must submit a completed application (checklist below) in hard copy by mail (postmarked no later than the 2nd Friday in March – March 13, 2020).**

APPLICATION CHECKLIST

- ☐ Completed Application Form (8 pages; Sections 1-8)
- ☐ Student Essay (1 page, typed)
- ☐ Parent Letter of Support (1 page, typed)
- ☐ Two Teacher Recommendations (each in sealed envelope with the teacher's signature over the seal)
- ☐ Student Conduct & School Commitment Form (your school may mail it in separately)
- ☐ Most recent high school transcript (official transcripts only; printed copies should be sealed; official digital copies will be accepted only if sent directly by the school to hs@jcmu.org)
- ☐ Copy of passport (if no passport at this time, provide note/evidence of application)

Phone: (517) 355-4654 | Email: hs@jcmu.org | Web: jcmu.isp.msu.edu

2020 PROGRAM DETAILS

(Note: All program details including program dates, costs, and due dates are subject to change; see the JCMU website for the most up-to-date information: <https://jcmu.isp.msu.edu/programs/highschool/>)

APPLICATION DEADLINE: Friday, March 13, 2020 (all materials must be postmarked by this date)

STUDENT & PARENT ORIENTATION: Sunday, April 19, 2020 at Michigan State University

PROGRAM DATES: Michigan Students in Shiga	
June 24 (Wed)	Depart from Michigan
June 25 (Thu)	Arrive in Japan; overnight stay with Michigan group
June 26 (Fri) – July 10 (Fri)	Homestay with Japanese student & family
July 10 (Fri)	Farewell event; overnight stay with Michigan group
July 11 (Sat)	Depart from Japan and arrive in Michigan

PROGRAM DATES: Shiga Students in Michigan	
Sep 2 (Wed)	Shiga students arrive in Michigan
Sep 3 (Thu)	Welcome event in Lansing (Michigan families pick up Shiga students)
Sep 3 (Thu) – Sep 19 (Sat)	Homestay with Michigan families
Sep 19 (Sat)	Farewell event in Lansing (Michigan families drop off Shiga students)

2020 PROGRAM COSTS

Cost	Amount	Notes
Program Fee (Includes housing, meals, ground transportation in Japan, orientation, and *international travel health insurance)	\$400	Due as a payment <u>made to MSU</u> (cash, check, or money order). All participant accounts must be paid in full by the due dates provided on the JCMU Website. Payments are non-refundable once they have been submitted.
Airfare (Roundtrip from Michigan to Japan booked as a group flight – estimated)	\$2,074 (estimate)	<u>Paid to the travel agency</u> (credit cards accepted). Final flight price may fluctuate due to changes in taxes and fuel surcharges. Once purchased, ticket cancellation does not allow for a refund. If a student withdraws, a refund may be possible (less the cost of a ticket change fee) if an alternate student is available to participate.
Spending Money (estimated)	\$400	Will vary based on personal spending habits.
Passport (estimated)	\$135	A photocopy of the signature and photo page of the valid passport must be submitted by April 1, 2020 to be eligible to participate.

**The international health insurance provided is not travel insurance. Travel insurance can provide protection for trip cancelation or interruption, baggage, etc. Travel insurance is not provided by the program, but may be purchased independently.*



MICHIGAN-SHIGA HIGH SCHOOL EXCHANGE 2020 APPLICATION FORM

Application must be postmarked no later than **Friday, March 13, 2020.**

Mail completed application to:

JCMU

International Center

427 N. Shaw Lane, Rm. 110

East Lansing, MI 48824

Questions?

Phone: (517) 355-4654

Email: hs@jcmu.org

Web: jcmu.isp.msu.edu

SECTION 1: General Information

Student Name: _____

Last

First

M.I.

Gender: _____

Date of Birth: _____

Month / Day / Year

Permanent Address: _____

Street

City

State

ZIP

Student Email Address*: _____

*Email is the primary means of communication during the program application and post-acceptance process. Please be sure to provide an email address that you check frequently. Please write very clearly.



Line Chat ID: _____

(Applicants are NOT required to have a LINE account, but it can be helpful for communication with your host family, if accepted into the program. Available for iOS and Android; visit <http://line.me> for more information.)

School Information:

Current Grade Level (in March 2020): _____

Expected Year of HS Graduation: _____

Current School District: _____

Current School Name: _____

Phone Number: _____

Current School Address: _____

"In September 2020, I will attend..." *(Please include any dual/concurrent enrollment plans.)*

☐ only my current school

☐ my current school AND:

☐ only the school(s) listed below:

(You must submit a completed MSHSE Student Conduct & School Commitment Form for your current school and any additional school(s) you will be attending in September 2020.)

Parent(s)/Guardian(s):

Name: _____
Last First

Name: _____
Last First

Email Address(es)*: _____

***Email is the primary means of communication during the program application and post-acceptance process. The address(es) provided here will be included in all program updates and alerts.** Please be sure to provide the address(es) checked most frequently. Please write very clearly.

Phone Number(s)**: Phone 1: _____ ☐Cell ☐Home ☐Other ()
Phone 2: _____ ☐Cell ☐Home ☐Other ()

****These phone numbers will be included in the emergency contact roster. Please provide numbers that are accessible at all times.**

Additional Emergency Contact: *(An adult who is NOT listed above as a parent/guardian)*

Name: _____
Last First

Phone Number: _____ ☐Cell ☐Home ☐Other ()

Family Information: Please list all of the individuals who live in your home.

Name	Age	Relationship to You

The following sections contain questions that will be used to help pair accepted students with their Shiga students/host families. Your honest and accurate answers will help the committee find an appropriate match.

SECTION 2: About You

1) Personal interests:

2) What do you do during your free time? (Hobbies, outdoor activities, work, etc.):

3) School-related activities (Clubs, sports, etc.):

4) List the classes you are currently taking:

5) Which school subject(s) do you find most interesting?

6) Which school subject(s) do you find least interesting?

7) Courses you have taken in Japanese language or culture (no prior study is required):

8) What other languages do you speak or understand (and where/how long have you learned them)?

9) Have you decided on a career or future study? ☐ Yes ☐ No

If yes, please describe: _____

SECTION 3: Your Family & Home

1) List the language(s) most frequently used at home: _____

2) Do you have pets that live in your home? ☐ Yes ☐ No

If yes, please report the kinds of pet(s) and how many: _____

3) Does anyone smoke inside your home? ☐ Yes ☐ No

4) Does your family follow a special diet? ☐ Yes ☐ No

If yes, please specify: _____

5) Is there anything else you would like a Shiga student to know about your home, family, school, etc.?

SECTION 4: Host Family Preferences / Life in Japan

1) Are you willing to be paired with a Shiga student of a gender different from your own? ☐ Yes ☐ No

2) Is it okay if your host family has a pet in the house? ☐ Yes ☐ No

If yes, please describe your concerns: _____

3) Is it okay if someone in your host family smokes inside the home? ☐ Yes ☐ No

4) Are you willing to try Japanese foods (including those that may be unfamiliar to you) in order to fit in with the regular eating habits of your hosts? ☐ Yes ☐ No

5) If you follow a special diet, please indicate how this will affect what you eat in Japan (if at all):

6) What particular topic or area of interest would you like to learn more about while in Japan? Please describe:

7) If you were asked to speak to a class in Shiga about aspects of life in the U.S., what would you talk about?

8) What else, if anything, would you like a potential host family to know about you?

SECTION 5: International Experience

1) If you have lived, studied, or traveled abroad, please describe your experiences:

Specify countries visited, length of time, purpose of travel, and name of program, if any.

2) Have you ever been the guest of a family abroad? If so, please describe the circumstances:

3) What traveling experience have you had without a family member (camp, exchange program, etc.)?

SECTION 6: Student Participant Essay

Include an essay **(one page, typed)** that addresses the following questions:

- 1) Why you would like to participate in this program, including how you developed an interest in Japan.
- 2) What qualifications/characteristics you will bring to this program through your participation.
- 3) What you hope to gain (personally, academically, etc.) through your participation in this program.
- 4) How you would share this experience with others in your school and community.

SECTION 7: Parent or Guardian Questionnaire & Letter of Support

In addition to answering the questions below, please include a letter of support (**one page, typed**). An important component of this program is your family's hosting of a Shiga student. Areas to address in the letter should include:

- 1) Why this program is a good fit for your child/ward and your family.
- 2) Discuss what types of experiences you hope to share with your exchange student.

Questions to be answered by parent or guardian: *(Attach another sheet if you need more space.)*

- 1) Has the student applicant ever been expelled, suspended, or disciplined by any secondary school they attended because of (a) academic dishonesty, (b) financial impropriety, (c) an offense that harmed or had the potential to harm others, or (d) involvement in drugs or alcohol? ☐ Yes ☐ No

If yes, please provide a brief explanation: _____

- 2) Has the student applicant ever been convicted of a criminal offense (including juvenile court) other than a minor traffic violation or are there criminal charges pending against them at this time? ☐ Yes ☐ No

If yes, please provide a brief explanation: _____

- 3) If there has been any recent major change(s) (separation, divorce, death) in your family circumstances, please briefly describe the change(s) and the impact:

- 4) If you are divorced or separated, please indicate how often the children have contact with the other household and how this will impact the Shiga student: _____

- 5) Has any family member or anyone else living in the home ever been convicted of a crime or are there felony charges pending against anyone living in the home at this time? ☐ Yes ☐ No

If yes, please provide a brief explanation that gives dates, reason for conviction, and outcome:

6) Has any family member ever had their driver's license suspended or revoked? ☐ Yes ☐ No

If yes, please provide the date the license was revoked, the reason, and the date of reinstatement:

7) Is any family member or anyone else living in your home required to register as a sex offender under Michigan Law? ☐ Yes ☐ No

If yes, please explain: _____

SECTION 8: Conditions of Participation & Statements of Consent

By signing below (on page 8), I indicate that I am aware that my participation in the Michigan-Shiga High School Exchange program is contingent upon the following:

- Acceptance into the program according to the selection procedures established by the Japan Center for Michigan Universities (JCMU). Up to twenty students will be selected as candidates; following the orientation, fifteen students will be selected as participants and up to five as alternates.
- Payment of program fee according to the established deadlines.
- Completion of all necessary forms and submission of required documents according to the established deadlines.
- Possession of a valid passport.
 - *Please enclose a photocopy of your passport photo page, including the page with your signature. If you do not currently have a passport, please include a note/proof of application for a new or renewed passport.*
- Agreement to uphold standards of acceptable behavior, both Japanese and American, as a representative of my school, state, and country. I understand that participants in this program must always adhere to appropriate behavior and conduct. At any time during my involvement, if my attitude and behavior are deemed inappropriate, I may be removed from the program.
- Completion of the necessary post-acceptance background check requirement for all adults (anyone age 18 and up) currently living in my home (exact procedures will be provided to those who have been selected to participate in orientation).
- Acceptance of and compliance with the program's driving policy, which prohibits minors and student participants (both Michigan and Shiga students) from driving while their guest student is with them. Michigan students who typically drive themselves to school will need to make other arrangements while their Shiga student is in Michigan.

In addition to those conditions listed on page 7, please also give careful consideration to the following before signing below:

- Students should be open-minded, flexible, willing to accept new challenges, ready for rewarding experiences, and have a strong interest in Japan and learning about Japanese culture.
- The parent(s)/guardian(s)/family of a program applicant should be supportive of the applicant's participation in this exchange and enthusiastic about hosting a Shiga student in their home.

I am committed to and enthusiastic about participating in the Michigan-Shiga High School Exchange. I understand the goals and conditions of participation in the program. I have carefully read the information concerning the Michigan-Shiga High School Exchange and I agree to abide by all rules and regulations of the program if I am accepted to participate.

Signature of Student

Date

I am committed to and enthusiastic about my child/ward's participation in the Michigan-Shiga High School Exchange, and I understand the goals and conditions of participation in the program.

I have carefully read the information concerning the program for which my child/ward is applying. I approve my child/ward's application for admission and participation in the program.

I am enclosing all necessary application materials. I have also read the refund policy for the program and understand that all refunds will be processed according to the program policies. Should my child/ward be accepted, I understand that I am responsible for submitting payment of the program fee according to the schedule determined by the Michigan-Shiga High School Exchange program.

Signature of Parent/Guardian

Date



Michigan-Shiga High School Exchange Teacher Recommendation Form

Your student (current or former) is applying to be one of 15 high school students from the State of Michigan to participate in a two-way international exchange with students from Shiga Prefecture, Japan. In addition to traveling to Shiga during the coming summer, your student will also host an exchange partner for two weeks in Michigan in the fall. Please answer the questions provided regarding your student's ability to act as a good representative of your school, Michigan, and the U.S.

Instructions for the recommender: Please place the completed form in an envelope and write the student's name on the front. Seal the envelope and sign your name across the flap to ensure confidentiality. Return the sealed envelope to the student to be forwarded (unopened) as part of the completed application. **Note:** For this recommendation to be considered, it cannot be completed by anyone related to the student.

Name of Student: _____

Name of School: _____

Please rate the student according to the following list of ten characteristics. This list reflects factors which research has shown are important to successful intercultural adjustment. **(1 = Low, 5 = High)**

Open-mindedness & resourcefulness	Poor	1	2	3	4	5	Excellent
Sense of humor	Poor	1	2	3	4	5	Excellent
Resilience: ability to cope with failure	Poor	1	2	3	4	5	Excellent
Communicativeness	Poor	1	2	3	4	5	Excellent
Flexibility and adaptability	Poor	1	2	3	4	5	Excellent
Curiosity	Poor	1	2	3	4	5	Excellent
Sets positive and realistic expectations	Poor	1	2	3	4	5	Excellent
Tolerance for differences	Poor	1	2	3	4	5	Excellent
Social maturity	Poor	1	2	3	4	5	Excellent
Self-Esteem	Poor	1	2	3	4	5	Excellent

1) How long and in what context have you known this student?

(More questions on the following page)

2) Please comment on the student's maturity and character.

3) Do you know of any reasons (behavioral, emotional, etc.) why this student should not participate in this program?

Signature: _____ Date: _____

Printed Name: _____ Position: _____

Phone: _____ Email Address: _____

If you would like to include additional information in the form of a letter, you are welcome to do so. However, we ask that you still complete this form (2 pages) and include it with your recommendation.

Questions or concerns may be routed to:

Japan Center for Michigan Universities (JCMU)
TEL: 517-355-4654 | EMAIL: hs@jcmu.org

Thank you for your assistance with this selection process!



Michigan-Shiga High School Exchange Teacher Recommendation Form

Your student (current or former) is applying to be one of 15 high school students from the State of Michigan to participate in a two-way international exchange with students from Shiga Prefecture, Japan. In addition to traveling to Shiga during the coming summer, your student will also host an exchange partner for two weeks in Michigan in the fall. Please answer the questions provided regarding your student's ability to act as a good representative of your school, Michigan, and the U.S.

Instructions for the recommender: Please place the completed form in an envelope and write the student's name on the front. Seal the envelope and sign your name across the flap to ensure confidentiality. Return the sealed envelope to the student to be forwarded (unopened) as part of the completed application. **Note:** For this recommendation to be considered, it cannot be completed by anyone related to the student.

Name of Student: _____

Name of School: _____

Please rate the student according to the following list of ten characteristics. This list reflects factors which research has shown are important to successful intercultural adjustment. **(1 = Low, 5 = High)**

Open-mindedness & resourcefulness	Poor	1	2	3	4	5	Excellent
Sense of humor	Poor	1	2	3	4	5	Excellent
Resilience: ability to cope with failure	Poor	1	2	3	4	5	Excellent
Communicativeness	Poor	1	2	3	4	5	Excellent
Flexibility and adaptability	Poor	1	2	3	4	5	Excellent
Curiosity	Poor	1	2	3	4	5	Excellent
Sets positive and realistic expectations	Poor	1	2	3	4	5	Excellent
Tolerance for differences	Poor	1	2	3	4	5	Excellent
Social maturity	Poor	1	2	3	4	5	Excellent
Self-Esteem	Poor	1	2	3	4	5	Excellent

1) How long and in what context have you known this student?

(More questions on the following page)

2) Please comment on the student's maturity and character.

3) Do you know of any reasons (behavioral, emotional, etc.) why this student should not participate in this program?

Signature: _____ Date: _____

Printed Name: _____ Position: _____

Phone: _____ Email Address: _____

If you would like to include additional information in the form of a letter, you are welcome to do so. However, we ask that you still complete this form (2 pages) and include it with your recommendation.

Questions or concerns may be routed to:
Japan Center for Michigan Universities (JCMU)
TEL: 517-355-4654 | EMAIL: hs@jcmu.org

Thank you for your assistance with this selection process!



Michigan-Shiga High School Exchange Student Conduct & High School Commitment Form

(To be completed by the appropriate school administrator(s) of the applicant's current school and the school(s) the student will be attending in September 2020 – if the current school and the school(s) that will be involved in hosting are different, please submit a separate form for each.)

_____ is applying to be one of fifteen students accepted into the
(Student's full name)
2020 Michigan-Shiga High School Exchange. The Michigan students will spend two weeks in Japan in the summer and will in turn host their Japanese exchange partner for two weeks in September 2020.

Name of School: _____

School Address: _____

- 1) Is the above-named student currently enrolled at your school? ☐ Yes ☐ No
2) Has this student ever been suspended or expelled from your school? ☐ Yes ☐ No
3) Will this student be attending your school in September 2020? ☐ Yes ☐ No

If 'yes' to #3: The above-named student may be hosting a Japanese student for two weeks in September 2020. Hosting includes allowing the Japanese student to attend classes with the above-named student and participate in school-wide events, as applicable. Do you agree to support this endeavor by welcoming the Japanese student to your school? ☐ Yes ☐ No

Principal/Administrator Name (printed): _____

Signature of Principal/Administrator: _____ **Date:** _____

Contact person, if other than the school principal/administrator (name and title):

Phone Number: _____ ☐ Main Office ☐ Direct Line

Email Address: _____

This program is coordinated by the Japan Center for Michigan Universities (JCMU) in compliance with Michigan State University (MSU) Youth Programs policies. If you have any questions or concerns, please contact JCMU at 517-355-4654 or hs@jcmu.org. More details about the program, including up-to-date program dates can be found at: <http://jcmu.isp.msu.edu/programs/highschool>

The student's completed application must be postmarked no later than Friday, March 13, 2020.
Please return this form to the student or mail directly to:

JCMU
International Center
427 N. Shaw Lane, Rm. 110
East Lansing, MI 48824