



**Application Guidelines for “Juntos!!
Japan-Latin America and the Caribbean Exchange Program”
For Brazil (University/Graduate Students)
Theme : Japanese Language Communication/
Japanese Culture Experience**

1. Project Overview

The Ministry of Foreign Affairs of Japan has launched “Japan’s Friendship Ties Programs” which is to promote people-to-people exchanges between Japan and the various nations of the Asia-Pacific, North America, Europe, Latin America and the Caribbean countries, and to encourage understandings of Japan’s economy, society, history, diverse culture, politics and diplomatic relations among the participants. This program will include approximately 5,400 people who will be sent to or from Japan and the Asia-Pacific, North America, Europe, Latin America and the Caribbean countries in a year. Participants are expected to proactively disseminate information on Japan’s attractions and contribute to promoting sustained attention to Japan. The part of this program for the Latin America and the Caribbean countries is called “Juntos!! Japan-Latin America and the Caribbean exchange program”.

<Objectives of the Program>

- (1) Promotion of understandings of Japan by;
 - Inviting/dispatching persons who bear the future and eligible to disseminate information in the world.
 - Deepening understandings about Japanese politics, economy, society, culture, history, and diplomacy, etc.
- (2) Expansion of diplomatic channels through;
 - Cultivating mutual understandings.
 - Promoting proactive dissemination about foreign policies and attractions of Japan

2. Outlines of the Program

- (1) Period of the Program: January 15-23, 2017 (Period of Stay in Japan)
- (2) Expected total number of the participants: 20 (University/Graduate students)
- (3) Target Country: Brazil
- (4) Theme: Japanese Language Communication/Japanese Culture Experience
- (5) Language: Portuguese



1) Model schedule of the Program;

| Inbound Program Schedule (Tentative) Brazil: University/Graduate students Theme: Japanese Language Communication/Japanese Culture Experience *Model Plan of Tokyo, Kyoto and Shiga ※All dates and schedules are tentative and subject to change. | | |
|---|-----------|---|
| No | | Program |
| Jan 15, Sun or before | | Departure from Brazil |
| | PM | Arrival in Japan Move from Narita Airport to the accommodation in Tokyo |
| Jan 16, Mon | AM | 【Orientation】 |
| | PM | 【Lecture on Japan / Key Note Lecture】 【Courtesy Call】 MOFA |
| Jan 17, Tue | AM～ PM | 【School Exchange】 |
| | PM | 【Visit in Tokyo】 |
| Jan 18, Wed | AM | Move to Shiga prefecture (Otsu City) |
| | PM | 【Courtesy Call】 Shiga prefecture 【Visit】 Shiga Intercultural Association for Globalization Move to Kyoto prefecture |
| Jan 19, Thu | AM | 【Visit in Kyoto】 |
| | PM | 【Visit in Kyoto】 Move to Shiga prefecture (Takashima City) 【Japanese-type private guest houses】 |
| Jan 20, Fri | AM | 【Interaction with local residents, Cultural experience】 |
| | PM | 【Japanese-type private guest houses】 |
| Jan 21, Sat | AM | Move to Tokyo |
| | PM | 【Visit in Tokyo】 |
| Jan 22, Sun | AM | 【Visit in Tokyo】 |
| | PM | 【Workshop】 |
| Jan 23, Mon | AM | 【Reporting Session】 |



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| | PM | Departure |
| | | Return to Brazil |

2) Coordinators (Escorts)

Japan International Cooperation Center (JICE) will arrange its own unique expert staffs called as “the escorts” throughout the program in Japan, from participants’ arrival to departure. These coordinators (escorts) shall carry out a wide range of tasks and duties including interpretation and supervision. They have a good command of Portuguese language, and will be good accompanies for the participants in terms of their learnings, living and health.

3. Requirements for Participants

Applicants must meet the entire criteria as follows.

- (1) Applicants must understand the aims of “Juntos!! Japan-Latin America and the Caribbean Exchange Program” and are expected to disseminate information on Japan’s attractions through various communication tools including Social Media and/or their publications.
- (2) Applicants who have already visited Japan through any invitation program organized by Japanese Government are not basically eligible to participate.
- (3) Applicants must have a nationality of Brazil.
- (4) Applicants who have Japanese nationality are not eligible to participate.
- (5) Applicants must be university or graduate students.
- (6) After completing the program, applicants must answer the questionnaires which will be delivered two times; at the end of the program and six months later.
- (7) Applicants must be in good health condition.
- (8) Applicants must be committed to sharing their experiences/findings obtained through the program in Japan after returning their home country.
- (9) Applicants must have adequate Portuguese conversation skills and adapt themselves to travelling in groups.

4. Necessary Procedure for Application/Selection of Participants

All of the following application documents should be submitted to the responsible organization.



(1) The Entry Form for “Juntos!! Japan-Latin America and the Caribbean Exchange Program” must be filled with;

- Necessary information and answers in BLOCK LETTERS.
- Signature as confirmation with the section of “Declaration” and “Agreement of the Application Guidelines for Juntos!!” .
- Signature in handwriting not typing. You may use jpg/png data of your signature as well.
- Photo taken within the last 3 months on the allocated space.

(2) Photocopy of the Applicant’s passport

Photocopy of the photo page of the applicant’s passport must be submitted.

* If an applicant does not have a valid passport, he/she must immediately obtain his/her passport and submit the photocopy of the photo page as soon as it is determined that he/she is accepted to this program.

(3) Letter of Understanding

Each participant is requested to review carefully the conditions described in the “Letter of Understanding” before applying to the program.

5. After the notification of selection results to the applicants

(1) Participants’ Handbook

A tentative program in Japan and Participants’ Handbook for Juntos!! Japan-Latin America and the Caribbean Exchange Program developed by JICE will be provided to the participants.

The Participants’ Handbook contains information about the outline of the Program, travel information, travel tips on how to stay in Japan, and etc. The participants are highly requested to read the handbook carefully so that they can sufficiently prepare for the participation in the program.

(2) Orientation on Arrival

After the participants’ arrival in Japan, JICE will hold an orientation to explain matters below;

- 1) Outline of Juntos!! Japan-Latin America and the Caribbean Exchange Program
- 2) Schedule during the stay in Japan
- 3) Introduction of Japan; its life and customs
- 4) Others

6. Terms and Conditions

(1) The following arrangements and expenses are covered by the program

- 1) Round trip international air tickets from/to Brazil, to/from Japan by Economy class



2) Round trip domestic air tickets from/to Sao Paulo, to/from other cities such as Rio de Janeiro, Brasilia, Manaus, Belem, Recife, Curitiba and Porto Alegre

* Please note that participants from above mentioned cities are requested to assemble at Sao Paulo, from which all the participants will fly to Japan through transit country (countries) by the same flight.

3) Accommodation in transit countries

4) Accommodation in Japan

5) Transportation in Japan

6) Meals in Japan

7) Admission fees for scheduled activities in Japan

8) Overseas travel accident insurance

* Please note that chronic diseases, dental diseases and pregnancy diagnosed by a Japanese medical doctor and cases disapproved by the insurance company will NOT be borne by insurance. Individuals will be liable for such costs.

* No cash allowance is provided to participants.

* Participants are expected to cover personal expenses, such as passport fees, US Visa acquisition fee, fees for vaccination, excess baggage charge, travel expenses between their home and departure port and expenses of transport and meals (except breakfast) in transit countries.

(2) Cancellation fee

Participants may be responsible for costs associated with cancellations or unexpected changes which attribute to the participants, due to any other than a medical or personal emergency, once accepted his/her application and arranged the flight and accommodation.

(3) The following is not permitted.

- 1) To remain in Japan after the program
- 2) To change the flight designated by the program
- 3) To change accommodation designated by the program
- 4) To be accompanied by someone who are not the member of this program
- 5) To travel to the third countries on the way to Japan or back to participant's country.

(4) Condition in Japan

- 1) All the participants have to attend all the programs planned by JICE and they need to follow the rules/guidelines made by JICE.
- 2) Participants that cause hindrance to the program may be dismissed and is responsible for leaving Japan at their own expense.
- 3) Participants are to stay at twin/triple rooms at accommodation.
- 4) JICE will try to prepare the followings when necessary for religious reasons, however, they may not be always provided depending on situations.
 - ✓ time and place for prayers



- ✓ meals suitable for food restriction for religious reasons

(5) Photos Taken During the Program

The participants must agree to grant permission to JICE and organizations participating in the program the right to use his/her voice and portrait in any writings, photographs, films, and recordings collected during his/her participation in the “Juntos!! Japan-Latin America and the Caribbean Exchange Program”. The participants must authorize the publication of, for all purposes, the participant’s name, his/her pictures in film or electronic (video) form, sound and video recordings of his/her voice, and printed and electronic copy of the information described above in any and all media including, without limitation, cable and broadcast television and the internet, and for promotion, advertising, meetings, educational conferences and in brochures and other print media. This permission extends to all languages, media, formats now know or hereafter devised. This permission shall continue forever unless the participant revokes the permission in writing.

(6) Respect for Japanese Law and Regulations

During the stay in Japan, participants must respect the laws and regulations of Japan, and any violation shall be subject to penalties under the Japanese law. Any dispute arising out of the application and admission of, or relating to, this program between the participants and The Japanese Government or JICE should be governed by and construed in accordance with the domestic laws of Japan, without regard to principles of conflicts of laws, and should be subject to the exclusive jurisdiction of the competent courts in Japan.

(7) The attribution of responsibility during the program

All participants are agreeing to exempt JICE (including its employees and agents) of all claims, demands, damages, losses, liabilities and expenses including, without limitation, reasonable attorneys' fees and expenses (collectively, hereafter referred to "Claims") arising from or relating to participants’ participation in the “Juntos!! Japan-Latin America and the Caribbean Exchange Program”; however, this exemption shall not apply to any Claims related to or arising from JICE’s gross negligence, bad faith or wilful misconduct. Finally, all participants must agree to indemnify JICE (including its employees and agents), and hold it harmless, for all Claims arising from or relating to participants’ breach of the terms and conditions of this Application Guidelines.

(8) Post-Return Activities and Questionnaires (Obligation)

All participants are required to share their experiences/knowledge acquired through the visit to Japan with friends, family, people in the local community, and etc. in order



to disseminate the current/accurate understandings in Japan, and report their activities to the Embassy of Japan in their country.

Each participant must submit questionnaires on his/her experience/impression on the visit to Japan after returning to their countries.(6 months later)

7. Personal Information Protection Law

Personal information collected under “Juntos!! Japan-Latin America and the Caribbean Program” shall be treated in compliance with Personal Information Protection Law. JICE ensures the appropriate handling of personal information.

JICE may provide personal information to travel agencies, publishers, cooperation organization, and etc. in order to operate and report the program by means of Postage, fax or E-mail, and to send new information of JICE project. Personal information will not be used for any other purposes than operating and reporting the program, and sending new information of JICE project.

The disclosure of personal information to JICE is at the sole discretion of the participants. If they don't agree this, it might cause some difficulties in the operation of the program and they are requested to understand and give the consent to the provision of personal information.

*** Japan International Cooperation Center (JICE)**

JICE is official agent, which has undertaken all the necessary arrangements for this program, such as travel procedures and the whole schedule of events in Japan under the guidance of the Japanese Government.