



Letter of Understanding Lead Teacher

Note: Applications must bear original signatures in order to be accepted by Laurasian Institution.

As a condition of acceptance and participation on the NP:J program, I agree and consent as follows:

I have read and fully understand the NP:J Terms and Conditions. I have paid particular attention to the sections regarding the Program Enrollment and Cancellation Policies.

I understand that potential chaperones for my NP:J group(s) not employed by the group's school and/or not subject to a criminal background check through the school will be required to submit a criminal background check through the service provider of Laurasian's choosing.

I understand that as the lead teacher, it is my responsibility to meet regularly with my students to ensure that they are prepared for the study tour and behave appropriately while participating in NP:J.

Lurasian and its agents are responsible for making all program arrangements, including accommodations and transportation within Japan. The study tour portion of NP:J begins upon arrival in Japan and ends when the group departs Japan.

Lurasian cannot be responsible for events beyond its control, such as acts of God, war, weather, strikes, government restrictions, or currency fluctuations, nor for personal injury or property damage caused by persons or entities not controlled by Laurasian, such as airlines, bus companies, railways, hotels, or other suppliers.

Lurasian is not responsible for loss of passport, airline tickets, or other travel documents, or damage/loss to baggage or personal belongings. Laurasian is also not responsible for flight delays, missed flights, long layovers, or any expenses related to such delays. Laurasian, the host school, and host family are not and will not be held liable for any injuries to me or my possessions.

Lurasian is not responsible for providing insurance coverage of any kind during the NP:J program. I understand and agree that I am responsible for my own insurance, including but not limited to health, travel, and life insurance. Furthermore, I understand that I am required to have and show proof of health insurance coverage abroad for the duration of my NP:J tour.

Any and all debts that I incur during the program, including but not limited to: medical, dental, and hospital bills, are my own responsibility and will not be paid by Laurasian.

I understand that the lead teacher is the liaison between Laurasian, individual student participants, and their parents. Communication and correspondence with student participants, and their parents, will be distributed through the lead teacher.

Laurasian reserves the right to alter travel, lodging, or other arrangements without notice.

Laurasian may remove me from the program at any time for any reason Laurasian staff deem sufficient, including but not limited to: my health, attitude, or behavior. I understand that expenses incurred for such removal are my responsibility and must be paid immediately upon demand.

I am of sound physical and mental condition and have no medical problems or disabilities that have not been set forth in writing attached hereto or which would make participation in this program inadvisable. Furthermore, I understand that extensive walking and stair climbing are part of everyday Japanese life and culture, and I am physically and mentally prepared for extensive walking, and stair climbing during the NP:J tour.

All costs that are not explicitly included in the program are my own responsibility.

Photos taken of me during the course of the tour may be uploaded to Laurasian's website or social media outlets. The photos may also be used in promotional materials related to the NP:J program.

I understand that NP:J groups are hosted at schools and communities across Japan, as far north as Hokkaido and as far south as Okinawa.

While Laurasian encourages host families to submit their information in a timely manner, due to scheduling difficulties beyond Laurasian's control, homestay families may not be confirmed until a few days prior to my departure for Japan.

I understand that in some cases, large groups with two teachers/chaperones will be split into two groups and sent to separate cities for the host school/homestay portion of the study tour.

I understand that the nature of Japanese families, as in the U.S., is increasingly diverse and does not necessarily reflect the stereotypical two parent and child composition. I understand that I may be placed in homes with host brothers or sisters, with their host school's teachers or administrators, or with community members. In some situations, the host school may arrange for double placements, and result in two American students being placed in one home.

NP:J is first and foremost an educational experience and, as such, only students, teachers, and Laurasian-approved chaperones are allowed to participate. I understand that family members, or friends who are not participants in the NP:J program, are not allowed to shadow me or my group.

I will serve as a cultural ambassador for the United States and for my school, and will ensure that my students do the same. Therefore, I will behave with courtesy in all public locations, including places of lodging, and wear clothing that is modest and neat. I will obey all Japanese laws while in Japan.

I will participate in all activities during the NP:J tour, including activities by host schools and families. I will follow directions given by Laurasian staff, the administration, and the faculty of the host schools. I will obey NP:J rules and show consideration for other participants. **I understand that no private itineraries outside the approved schedule are allowed during the study tour.**

I understand that if I request a Japanese volunteer to accompany my group during any portion of the NP:J tour, there will be a charge of \$250-\$500 per day depending on the number of days and specific responsibilities. This fee may be paid by me or divided among my students.

I will provide a copy of my valid passport to Laurasian by March 15, or sooner based upon travel agent requests. I understand that my passport must be valid for at least six months after the conclusion of my NP:J tour. I also understand that if I fail to meet the March 15 deadline, I must pay a \$50 late fee.

I, the participant, have read the foregoing and consent and agree to its contents.

Lead Teacher Name: _____ School Name: _____

Lead Teacher Signature: _____ Date: _____