

JLCSE Orientation Guide S1S2 2017

JLCSE provides a variety of courses as well as cultural events and extracurricular activities to help you learn the Japanese language and Japanese culture.

1. JLCSE

1-1. STAR (Student Tools for Access and Review): <https://nihongo.jlcse.t.u-tokyo.ac.jp/Portfolio1.0/sportfolio>

STAR is a registration, learning support and management system at JLCSE.

If you plan to study Japanese at JLCSE, you MUST be registered for STAR.

1-2. JLCSE website: <http://www.jlcse.t.u-tokyo.ac.jp/?lang=en>

The JLCSE website provides Japanese language course syllabi, schedules, and information about cultural events. Notices regarding class cancellations due to emergencies such as typhoons will also be posted here.

2. Credits

2-1. All Japanese courses at JLCSE may be taken for credit. They can also be taken as noncredit courses. Course credits may or may not fulfill your degree requirements. Please check with your department office for further details.

2-2. If you are taking courses for credit, you need to register through UTmate as well as STAR.

School of Engineering & School of Information Science and Technology

UTmate registration and adjustment period: April 5 to 18

UTmate code: Undergraduate FEN-JL4XXX, Graduate 3799-XXX

3. Grades

Students' grades for individual courses are determined by the results of examinations, quizzes, assignment submissions, and classroom performance. Letter grades for courses will be assigned as follows: A: 80-100%; B: 65-79%; C: 50-64%; F: 0-49%.

*Any student who fails to attend at least 70% of lectures, or who does not complete the final examination and/or final assignment as instructed will receive an incomplete grade for that course.

4. Certificates

Course certificates are given upon request to noncredit students who have received a passing grade. Students may apply for a certificate through STAR and the application period will be announced at the end of the term.

Students taking courses for credit will see the credits reflected on their transcripts.

5. Textbooks and JLC Classifieds

- 5-1. There is no tuition fee for courses. Students are only responsible for textbook expenses. Please note that copying an entire book is illegal.
- 5-2. JLC Classifieds is available for those who want to sell and buy used textbooks. You can post your ad on the JLC bulletin board in the office. Your ad should include: 1) your name, 2) contact information, 3) title of the book(s), 4) desired price.

6. Individual Gifts

Neither the instructors nor the staff members at JLCSE accept gifts or souvenirs from individual students. Because all courses at JLCSE are credit courses, any misleading behavior of this nature should be avoided.

7. Cultural Exchanges & Events

7-1. Visitor Sessions

Visitor sessions are conducted on Wednesdays from 13:00 to 14:30 between April 19 and July 5. Students have the opportunity to talk about a variety of topics with senior Japanese volunteers. Several times in the semester, students are provided with opportunities to experience Japanese culture through events such as traditional tea ceremonies, Japanese flower arrangement, and kimono wearing. Please apply for cultural events and workshops through STAR.

7-2. International Cafe for You (ICYou)

ICYou (formerly JLT) is held every Thursday from 12:10 to 13:10 between April 20 and July 20 on the second floor of Starbucks in Engineering Building #11. The event is a chance to meet and talk to people from across campus. Free tea and coffee are provided.

7-3. Coffee Break

Coffee and tea are available from the second week of the semester between periods at the JLCSE office, where students have a chance to meet and talk to students from other courses and countries. **Please do not bring the cups into the classroom.** Please wash them after you use them.

8. Books and DVD Collection

Two books can be borrowed for two weeks. Two JLPT related items and/or DVDs can be borrowed for one week from the JLCSE library collection.