



FPT spring international volunteer program 2023

Application Guide for the Volunteer Program

Co-sponsored by FPT University

Hosei University will host an international volunteer program to work on local environmental problems and to support Japanese education for Vietnamese students, lasting for about four weeks, with FPT University, which is our partner university established with the aim of cultivation of human resources by the FPT Corporation, the largest information technology (IT) company in the country. Under the program, participants work on two community projects under support and supervision of professional industry mentors.

Project 1: Supporting developing Japanese speaking community in Vietnam

Project 2: Raising awareness and funds for environment conservation projects in Vietnam

Note: You can't apply for more than one program in the spring of 2023

Objective: Raising awareness and responsibilities of the youth to community development by participating in social projects and activities hosted by Vietnamese NGOs/NPOs.

Co-sponsor: FPT University (in Vietnam) <http://international.fpt.edu.vn/>

Number of participants: 4 persons

*If none of the applicants is suited for a certain location, participation in the program at the destination may be cancelled.

Eligible applicants: University students and graduate students

Volunteer site: Vietnam Danang

*Work location depends on the place of each organization.

Application for Credit: Credit can be applied for but credit granting policies may differ between faculties.

Granting Policy of Faculties for the Programs directed by Global Education Center

- Activity contents:
- Japanese teaching assistant
Students work as volunteers in NGOs/NPOs. They will help Vietnamese students learn Japanese and support the development of the Japanese-speaking community in Danang, Vietnam.
 - Environmental conservation projects
Students join in projects aiming to raise awareness of Vietnamese people in protecting the environment.
 - Orphanage village visit
Students visit orphanage villages in Da Nang to help children there such as teaching basic Japanese/English, organizing activities to introduce Japanese culture to children, etc.

Schedule:

| Dates | Contents | Site/submission destination, etc. |
|--|--|--|
| Sep. 27th (Wed), Oct. 3rd (Tue), 6th (Fri) 12:30~13:00 / 13:10~13:40 | Information Session | Scheduled to be held online. Refer to Global Education Center web site in detail. |
| Sep. 27th (Wed) ~Oct. 11th(Wed)14:00 | Application Period | Submit of forms via the online application form. |
| Oct. 17th (Tue) or later | Announcement of the applicant screening result | Notified by e-mail |
| Oct. 21st (Sat) | Interview | Details will be informed later |
| Oct. 24th (Tue)or later | Announcement of the oral interview result | Notified by e-mail |
| In Mid-Nov. to Jun. | Online interview with host companies | Conduct an online interview with coordinator from FPT university and a host company |
| Dec. 23rd (Sat)13:00~16:00(TBA) | Briefing session | Ichigaya G Lounge |
| Feb. 26th (Mon) to Mar. 22nd (Fri) *Departure date will be 1-2 days before and after the program. | Overseas volunteer period | FPT University or Hosting companies |
| Apr. 13th 2024 (Sat) | Debriefing session | Ichigaya G Lounge |
| Mid-May 2024 (Optional) | Debriefing at the event | Hosei Global Day 2024 |

*Attendance for Information Session is not mandatory but helps you to know about contents of the program.

* Please refer to the “Volunteer Information Agenda” for program details.

Qualification: Applicants must satisfy all the following requirements:

1. Communication skills in English. (No minimum score standard)
※Communication skills in the local language of the location is preferred.
2. Applicants must be able to participate in all of the explanatory meetings and review seminars designated by Hosei University and FPT University before and after the volunteer program.
3. Consent of a guarantor for the application/participation
4. Passport must be valid for at least 6 months from Feb. 24. *New or updated passports must be obtained by Oct. 21 (Sat).

Application:

- 1) •Submit the Application Form, which can get from Hosei University Global Education Center web site https://www.global.hosei.ac.jp/programs/oncampus/volunteer_internship/ , via the online application form below within the application period.
<https://ws.formzu.net/fgen/S323903103/>
•Also submitting a scanned copy data of Student ID card and Language certificate.
•Please make sure to submit the Application Form as a word file.
- 2) Both document screening and interview screening results will be sent to your university e-mail address (@stu.hosei.ac.jp).
- 3) Those who are currently participating or planning to participate in an overseas program (SA program, etc.) at Hosei University should confirm in advance with Global Education Center regarding the application for this program.

Participation fees:

| | Paid by university | Paid by each participant |
|--|--------------------|--------------------------|
| Traveling expense in Japan | — | ✓ (Actual cost) |
| Round-trip airfare (Airline to be designated by the university) | — | ✓ (Actual cost) |
| Program participation fee (Including training and inspection fees) | ✓ | — |
| Transportation costs from and to the airport in Vietnam at arrival and departure | ✓ | — |
| Accommodation fee *1 | ✓ | — |
| Overseas travel insurance (Designated by the university) | — | ✓ (Approx. ¥20,000) |
| Meal costs | — | ✓ (Actual cost) |
| Commutation costs (Between your lodging facility and hosting company) | — | ✓ (Actual cost) |
| Personal expenses | — | ✓ (Actual cost) |

*Participants will be staying at the hotel room shared by two students. During the program, 2-3 days will be spent with a Vietnamese host family in order to deepen understanding of Vietnamese culture.

Note: Be sure to confirm the content of this document before application.

- (1) Participants are not allowed to visit countries other than the destination on the way to or back from the program.
- (2) Participants must purchase air tickets designated by the university for the purpose of risk control.
- (3) Participants must take out overseas travel insurance designated by the university.
- (4) In case of cancellation, you will be charged with an amount equivalent to the actual costs claimed by the co-host (FPT) at that point.
- (5) Participants must sign a pledge before departure.
- (6) Participants must submit a report in a predetermined manner.
- (7) Read the Ministry of Foreign Affairs' safety information concerning security of your destination and the precaution statement of the Ministry of Health, Labor and Welfare quarantine station for infections and other health hazards.
- (8) Participation in the program may be terminated if a participant engages in any act that is illegal or offensive to public order and morals.

< Contact >
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