



# シンガポール日本人会 The Japanese Association, Singapore

## Other Frequently Asked Questions (FAQ)

### REGARDING CLASS TIMINGS, SCHEDULES & SYLLABUS

- **Why only 1.5 hours a week, not something more intensive?**
- **You don't seem to offer any Full-Time JL Courses...?**

Timings and session lengths of our JLC originate from when they were open only to Staff of our Corporate Members (all working adults). Many have their own families, often with young children; there are others doing further tertiary/post-graduate studies part-time elsewhere or who already have their plates quite full fielding the large workloads at their respective companies.

In setting up courses for these people, day-to-day time constraints (i.e. lack of time for intensive study) was taken into consideration as an important factor and is still kept in mind at this time even though our JL courses are now open to non-members as well.

- **May I ask about the Course Syllabus...?**

- **General Enquiries: Textbooks**
- **For SDF Application Purposes**
- **With Regard to the JLPT**

**Textbooks** used in our Elementary through Pre-Advanced levels are from the hugely popular *Japanese for Busy People* series, newly revamped to include a free CD for listening practice. Elementary 1 through 3 for both the General & Conversational courses cover exactly the same material, with and without written-language focus respectively. Also, textbooks from AOTS are used in the Pre-Advanced and Advanced classes.

**For SDF Application Purposes** Companies who require some outline of course coverage for the above may contact the office **for content-pages of the textbooks used in the course.**

### With regard to the JLPT (Japanese Language Proficiency Test):

#### About the JLPT (Japanese Language Proficiency Test)

This Internationally-recognized certification exam is organized annually by the Japan Foundation and the Japan Educational Exchanges and Services, coordinated by the Japanese Cultural Society for candidates in Singapore.

Usually held on the first Sunday of December, application opens from early August (subject to changes) for about one month.

JAS will disseminate information on the registration period to our students when it is received from JCSS, but our students are not obligated to take the paper if they do not wish to. They may consult with their teachers for advice and recommendations on whether they should apply and try for it or not, if they so wish.

Our Courses do **not** cater Directly to the JLPT's (in regards to Paper Format/ Syllabus, etc.), focusing mostly on instruction in the practical usage and applications of the Japanese Language in general. Estimations below are only **approximate** equivalents. Prospective JLPT applicants may wish to take on the exams earlier or later than the stated levels here, depending on their own appraisal of personal aptitude and confidence in proficiency level for each paper:

JLPT Level	Approximate Equivalent Level in JAS JLC
4	General Elementary 4
3	General Intermediate 4
2	General <b>Pre-Advanced 2</b>
1	General <b>Advanced 3</b>

(\* JLPT are Written papers, so Conversational Courses are not represented here.)

### LOAN OF LANGUAGE TAPES

- **The Terms & Conditions mentions loan of audiocassette tapes; is it also possible to borrow the video we watched in class?**

We regret to inform that instructional videotapes cannot be loaned out.

### EXAMINATION & ATTENDANCE—Absenteeism, Make-Up Lessons, etc

- **I will not be able to make it for class this week/next week/from ~to~ as I will be (out-stationed/involvement in Company Event/in Reservists' training/having an operation/giving birth/taking exams/Other Valid Reason).**
- **I've just been given OT & won't be able to make it for class later...**
- **I was unexpectedly unable to make it for class because I was on MC/was suddenly asked to work OT/Other Valid Reason**

#### What should I do, and is there any 'make up' for missed lesson(s)?

Kindly inform your respective teachers in advance if you have notice of any upcoming absenteeism. In case of same-day notice, students may contact the JAS office to leave a message for the teacher. (Available only while the offices are open, i.e. before 9pm. **Messages left during or after the class' timeslot cannot be guaranteed to reach the teacher.**)

Classes may be 'made up' ONLY if there is another class/other classes of the same level, and should be made up within the same lesson-week. **Notice MUST be given for arrangement.**

Please take note that proper documentation for absenteeism submitted (photocopy of MC, letter of notice from Company, etc) will be taken into consideration regarding attendance records.

### STUDENT PASS, SECURITY & CLUBHOUSE PERMISSIONS

- **I've forgotten to bring my Student Pass and I have class later!**  
Students who have accidentally forgotten their Student Passes for the day may call the office; security clearance will be arranged for. The student's IC or other identification may be requested at the guard-post for verification.

- **I've misplaced my Student Pass...**

**Loss of Student Card:** As stated in the Terms & Conditions, Any Loss of Student Card is to be reported IMMEDIATELY; another photograph will be required for the re-issue of a replacement card and \$5.00+GST will be charged as a penalty fee.

- **"The JAS' facilities are only opened to Individual Members of the Association." So where in the building can I wait, if I should come early for class or my lift home isn't here yet?**

Before classes, the 3rd Floor Seating & Waiting Area is most ideal, being near both the classrooms and washrooms. The Club Shop at Level 1 may also be patronized before 7pm. After classes, waiting for one's lift home or beached / booked taxi at 1F's Front Lobby is recommended.

### OTHER JAPANESE LANGUAGE COURSES...?

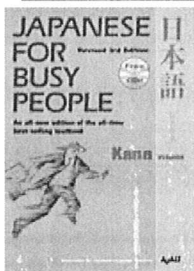
- **Do you offer one-on-one tuition/private lessons?**
- **Do you have ongoing Japanese Language classes for children?**  
Unfortunately, at the moment we lack the resources required to offer these classes. (Age Limit for our JLC is Sec 1/12-13 years old unless accompanied)
- **Will you hold short-term children's classes, for school holidays?**  
We have not received much feedback regarding a demand for school-holiday JL programs for young children, but it is a possibility that could materialize if there is a demand that our resources can meet.

- **I don't see JLPT-Preparatory Courses listed; do you offer those?**

If resources allow and there is sufficient demand per JLPT-Level, JLPT Prep-Courses are **sometimes** offered. Since the JLPT are only held in December, if offered the courses will be advertised with the second semester of the year—the September~January term. JLPT Prep-Courses are usually crash-course revisions designed to familiarize students with the test format and syllabus as well as to cover important points to note/mistakes to avoid, etc.; and are typically held over 2 - 4 weeks.

(Please be advised that the last time the JLPT Preparatory Courses were offered at JAS was in 2005.)

### Books Used in the General Course



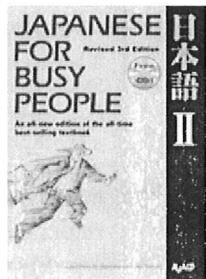
GE-1~3, 3rd Ed w/CD;



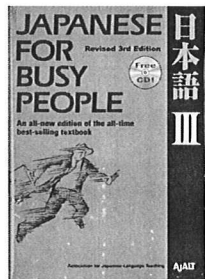
GE-1 Kana Workbook;



GE-2~3 Workbook.



GE-4 ~ I-2; 3rd Ed w/CD;



G.Intermediate-3~GPA-1;



G.Advanced-1~5

### Books Used in the Conversational Course

« CE-1 ~ CE-3;

CE-4 ~ CI-2; CI-3 ~ »

### Business Conversation Course: Textbook: To Be Advised

※ **Kindly note that books are Not Shown to scale.**

