

# Declaration, Terms & Conditions

Program participants must read this document and check the corresponding box in the online application to guarantee that the declaration, the terms and conditions of this program are understood and accepted.

## A. Program Participant Declaration and Pledge

As a program participant in the Online Short-Term Intensive Japanese Program (hereinafter referred to as "Program"), I hereby pledge that:

1. For the duration of the Program, I will conduct myself with the awareness that I am a program participant, follow the instructions given to me by the Kyoto University of Foreign Studies faculty, staff, and the Program coordinator, and abide by Japanese law.
2. I understand the outline and aim of the Program and I will attend all of my designated classes and activities as scheduled except in the case of illness or emergency.
3. I understand that violation of any of the items 1 and 2 above is reason for dismissal from the Program.

## B. Terms & Conditions

### 1. Cancellation & Refunds

If a participant withdraws from the program, the following cancellation (1.1.-1.3.) and refund policy will be applied:

- 1.1. Full refund for cancellations received more than 4 weeks prior to the program start date.
- 1.2. 50% refund for cancellations received 2 to 4 weeks prior to the program start date.
- 1.3. No refund for cancellations received within 2 weeks prior to the program start date.

Before refunds are processed, any processing fees incurred will be deducted from the balance of refunds. The following cases are deemed as cancellation:

- 2.1. If required documents are not sent by the designated date.
- 2.2. If required payment is not made by the designated date.

- 2.3. If applicant does not respond to request sent by Kyoto University of Foreign Studies by given deadline.
- 2.4. If Kyoto University of Foreign Studies finds that there is falsehood or grave omission in an applicant's documents.
- 2.5. If Kyoto University of Foreign Studies finds that an applicant is unsuitable or has an inappropriate attitude for the program.

Under any of the above conditions (2.1.-2.5.), the payment fee shall not be refunded.

## 2. Changes to or Cancellation of the Program (or Parts Thereof)

Kyoto University of Foreign Studies reserves the right to not offer a refund of program costs if the program is canceled due to circumstances beyond the university's control.

## 3. Privacy Policy

Kyoto University of Foreign Studies will not use your personal information for any purposes other than the program. Kyoto University of Foreign Studies will not share or sell your personal information to other agencies except for the necessary program procedures.

## 4. Promotional Photography

Kyoto University of Foreign Studies reserves the right to photograph program participants and use these photos and videos for future promotional purposes. Program participants who wish to not be photographed must inform program staff at the beginning of the program.

## 5. Governing Law and Jurisdiction

These terms and conditions shall be governed by, construed and enforced in accordance with the laws of Japan. Any and all disputes arising here from or in connection herewith shall be exclusively submitted to and finally resolved by Japanese competent courts.