Date: / /

To: JICA Tokyo Center

Partnership Program Division 1

**Lecture for International Understanding Application Form**

|  |  |  |  |
| --- | --- | --- | --- |
| Organization |  | | |
| Representative |  | | |
| Contact Person |  | | |
| Address/Contact | 〒 | | |
| TEL： | | FAX： |
| E-mail： | | |
| Request　day | Day/Month/Year | | |
| Request time | Class time ：(Start) 　 　：　　　　～(Finish) 　 　：  Speaking time for speaker ：(Start)　　　：　　　～　(Finish) 　　　： | | |
| Site | Time： | | Place： |
| Participator | Grade： | | Number of Student： |
| Site detail | Name of place： | | |
| Class room　  Gymnasium　  Hall　　 Other〔　　　　　　　　　　　　　〕  ※Please make a check in the appropriate box. | | |
| Transportation ：　Nearest station/bus stop ( )  About 　〔　　　　　　min 〕 from 【　　　　　　　　　　　　　station / bus stop　】  　Route ： ※ Please attach the map of site. | | |
| Useable　materials | PC（Installed Power point）\*USB □connectable or □not connectable  Projector/Screen 　  Microphone  Video　　 CD Player　 Board (White/ black)  Terrestrial globe  World map  Other〔　　　　　　 　　　　　〕  ※Please make a check in the appropriate box | | |
| Honorarium / Transportation fee | Honorarium: \ Transportation fee: \  Method of payment  Bank transfer  Cash  Please bring your “Social Security and Tax Number”  Please bring your Bank account No. | | |
| Have you made use of JICA international program? | First time | We used before  When？\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  ※Please make a check in the appropriate box | |

|  |  |
| --- | --- |
| **Subject / Unit** | |
| Prior / Follow-up learning | 〔Prior〕  〔Follow-up〕 |
| **Content / Request details** | |
| Theme / Title |  |
| Purpose of Lecture |  |
| Content |  |
| Number of Lecturer |  |
| Do you need an interpreter? | YES ※Number of interpreter　（　　　） 　  NO  ※If YES, It is also necessary to pay honorarium for interpreters. |
| Remarks |  |
| Response deadline | Day/Month/Year  ※It usually takes one month to decide the lecturer. 　We recommend that you apply well in advance to secure meeting time. |

■　We need those papers;

　(1) Application form (This paper)

(2) Map of site

(3) Syllabus (if you have)

送付先：　　 Email: jica-demae@mediasoken.jp

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JICA東京　出前講座事務局　株式会社メディア総合研究所　内

※お電話での問い合わせは9：30～18：00の時間帯にお願いいたします。