

STUDENT APPLICATION FORM [PART A]

Japanese Immersion #Tokyo Study Tour

December school holidays 2018

Nominations close Wednesday 28 March 2018

ELIGIBILITY

To be eligible to apply for the 2018 Japanese Immersion #Tokyo Study Tour, the applicant must:

- be a full-time Year 10 student in a Queensland state high school (or college or academy) studying the Japanese language and have a strong interest in continuing with Japanese studies in senior years
- show passion to care for and protect our Australian environment
- be an Australian citizen, permanent resident of Australia or a New Zealand citizen residing in Australia
- not have travelled overseas or made plans to travel overseas before this study tour (travel for migration excluded)
- not speak Japanese as a first language or be the primary language at home
- have long term goals involving the study/use of the Japanese language
- wish to improve his/her knowledge of the Japanese language and culture
- be available to travel in December 2018 (dates TBA)
- possess the emotional ability and resilience to be immersed in a foreign culture and language while in homestay, at school and on tour
- be willing to provide a doctor's certificate stating that 'I am in good physical and mental health and fit for international travel', in accordance with the terms of cover under the *Group Medical Conditions (group policies)* listed by [GoSafe Travel Insurance](#)
- disclose personal information where required for travel and health insurance purposes to ensure that adequate cover is purchased
- have (or be willing to obtain) a current and valid passport with at least six months' validity from 31 December 2018
- be willing to participate in all activities arranged by the organisers
- be willing to abide by the [Queensland Code of School Behaviour](#)
- be willing to abide by the laws of the country they visit
- be willing to abide by the rules and conditions of the tour including those of any host family and host school
- be willing to represent Queensland appropriately as a student ambassador
- accept the conditions outlined in the privacy statement of this Student Application Form [Part A] and the Project Consent Form [Part B]
- meet all the requirements of the Conditions of Entry and Tour Rules [Part D] of the program to be eligible to apply.

Student name:	School name:
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Privacy Statement: The personal information provided will be used for planning and organising the 2018 Japanese Immersion #Tokyo Study Tour, obtaining travel insurance, making arrangements to cater for special requirements (where possible) and for the purpose of assisting the Department and chaperones to fulfil their duty of care. This information will be given to supervising staff and chaperones accompanying the overseas tour. Some of the information provided will be disclosed to insurance organisations, tour operators, airlines, travel companies, accommodation providers and other external parties involved in providing services to the group as part of the tour. Relevant information will be given to medical professionals in the event the student requires medical attention on the tour or while in the care of the Department. The personal information and copyright material will also be dealt with in accordance with the Project Consent Form (Part B). The information will not be used or disclosed for any other purpose without your consent unless the use or disclosure is required or authorised by law. If you have any questions or concerns about the collection, storage, use or disclosure of the information, please contact the Project Officer on [telephone number (07) 3513 5729].

SECTION ONE

APPLICANT DETAILS

Name	Surname			
	Given Name/s			
Date of Birth	DD/MM/YYYY		Gender	
Citizenship	<input type="checkbox"/> Australian Citizen <input type="checkbox"/> Australian Permanent Resident <input type="checkbox"/> New Zealand Citizen residing in Australia			
Address	Street			
	Town/Suburb/City		Post Code	
Phone number	Home:	Mobile:		
Email Address	School			
	Private			
Parents/ Guardians	Full Name	1		2
	Phone			
	Email			

PASSPORT DETAILS (attach scanned copy of passport photo page)

Name as appears on Passport			
Passport Details	Number		Expiry Date
Country of Issue		Nationality	
<input type="checkbox"/> I agree to apply for my passport upon notification of selection (attach scanned copy of birth certificate) NB: Successful applicants will require a passport no later than one month after advice of acceptance into the program			

SPECIAL REQUIREMENTS

Please consider the information you have provided and all information about the tour and provide details of any special requirements you may have for the tour if your application is successful. For example: adjustments for impairment; mobility aides or assistance; religious requirements; medical conditions; dietary requirements (such as allergies, halal, vegetarian, gluten free); any special requirements for air travel or accommodation. If you do not have any special requirements, please indicate N/A below. *Further information may be requested to assess if and/or how your special requirements can be accommodated on the tour.*

Student name:	School name:
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SCHOOL DETAILS

School Name			
Address	Street		
	Town / Suburb / City	Post Code	
Principal		Phone	
Email address			
Principal		Phone	
Email address			
Japanese teacher[^]		Phone	
Email address			

[^] If student is successful with application, you will be included in all email correspondence during preparation of the tour.

MOST RECENT JAPANESE GRADES/RESULTS* (Please outline below)

*Please attach a copy of your most recent report card for all subjects.

Student name:

School name:

SECTION TWO

MOTIVATION FOR APPLYING

Why do you wish to participate in this program and what do you hope to gain from the experience? Please detail what this opportunity might mean for your language studies. Also, include some examples and/or evidence showing your passion and care for the Australian environment. (Response 50 words minimum – 300 word maximum)

You will be travelling to a country with a different culture and language. Homesickness is very commonly experienced by participants on these tours. What are your views on a challenge like this? Describe and explain your coping strategies. (Response 50 words minimum – 300 word maximum)

Student name:	School name:
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<p>Outline your commitment, now and in the future, to the study of the Japanese language and culture. This may include extra-curricular activities, further studies at University or a specific career path that includes becoming fluent in Japanese. (Response 50 words minimum – 300 word maximum)</p>

For how long have you studied the Japanese language?	
Indicate your Japanese language proficiency - tick appropriate level below	
None at all	Basic (can say hello and introduce yourself)
Medium (get the gist when reading a newspaper or watching TV)	Fluent
State your willingness to use your current language skills to communicate in Japan during this tour. (200 word maximum)	
How do you envisage sharing your learnings and experiences of the tour with your school community? (200 word maximum)	

Student name:	School name:
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SECTION THREE

ENDORSEMENT BY JAPANESE TEACHER

JAPANESE LANGUAGE TEACHER - Statement of support for student's application. Please reference student's suitability, class participation, behaviour and language level (Response 50 words minimum – 300 word maximum)

Language Teacher Signature		Date	
Language Teacher Name (please print)			
Contact Details	Phone		
	Email		

I am interested in chaperoning the Queensland students participating in the tour (separate application required, link to <http://education.qld.gov.au/students/international-opportunities/asia-japanimmersion.html>)

Student name:	School name:
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SECTION FOUR

ENDORSEMENT BY PRINCIPAL

Statement of support for student's application (Response 50 words minimum – 300 word maximum)
 Include your knowledge of the student's ability to possess:

- significant leadership qualities
- the openness and confidence to explore new ideas and experiences
- self-discipline and resilience
- humility and ambassadorship
- behaviour commensurate with representing their school overseas
- a desire to continue the study of STEM and Japanese for future career opportunities.

Principal must endorse student/teacher as suitable to participate in the tour as a representative of Queensland and is obliged to report possible conflicts of interests.

If no-valid and current travel document is held by the nominated student, the Principal must ensure that the student is supported by the school to obtain the required documents for the country of travel by no later than 4 weeks prior to the travel date.

If you are aware of any issues that may prevent this student from successfully participating, please provide information below or email internationalservices@det.qld.gov.au

Principal Signature		Date	
Principal Name (please print)			
Contact Details	Phone		
	Email		

Student name:	School name:
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SECTION FIVE

DECLARATION OF APPLICANT

By signing below, the applicant declares:

- I have read and understood the Privacy Statement in this Student Application Form [Part A]
- I have read, understood and signed the Project Consent Form [Part B]
- I have read, understood and agree to the Conditions of Entry and Tour Rules [Part D] and, if selected for the tour, agree to comply with these rules
- I have read the [Queensland Code of School Behaviour](#) and, if selected for the tour, agree to abide by the code
- I am an Australian citizen, permanent resident of Australia, or New Zealand citizen residing in Australia
- I am available to travel in December 2018 (dates TBA)
- I am medically fit for international travel, in accordance with the terms of cover under the *Group Medical Conditions (group policies)* listed by [GoSafe Travel Insurance](#), and will inform the organisers if my health changes such that I am not medically fit to travel
- All information provided in this Student Application Form [Part A] is true and accurate to the best of my knowledge.

Applicant Signature		Date	
Applicant Name (please print)			
Parent/Guardian Signature		Date	
Parent/Guardian Name (please print)		Relationship to applicant	

CHECKLIST

CONTACT

Completed:

- Student Application Form [Part A] ensuring any special requirements are shown or indicated N/A in Section One
- Project Consent Form [Part B]
- Parent/Guardian's Agreement Form [Part C]

Have read:

- Conditions of Entry and Tour Rules [Part D]

Attachments to be provided:

- Copy of passport photo page (if available)
- Copy of birth certificate (if you do not have a passport)
- Copy of most recent report cards (all subjects)

Mr Justin Roberts
Project Officer
DE International
T (07) 3513 5729
E internationalservices@det.qld.gov.au

Please email completed forms and attachments to internationalservices@det.qld.gov.au

Nominations close Wednesday 28 March 2018

1 I GIVE CONSENT

On behalf of the individual identified in Section 6 of this Consent Form (the **Individual**), the person or persons signing this Consent Form (the **Signatory**)* grant consent to and license the Department of Education (the **Department**) and any other Department or Agency of the State of Queensland (the **State**) to use, record and disclose the Individual's:

- name, image, recording and any other identifying information specified in the Project Details section of this Consent Form (**personal information**); and
- copyright material, including their written, artistic or musical works or video or sound recordings (**Individual work**), created in connection with the Project identified in the Project Details section of this Consent Form.

The Signatory also irrevocably and unconditionally consents to the Individual being attributed or not attributed as the author of the Individual work in a form and manner acceptable to the Department or the State.

Note: If the Individual is under 18 years of age, the Signatory must be a parent or guardian of the Individual. The Individual must also sign if he or she is under 18 **and able to give and understand the consent. If the Individual is 18 or older, the Signatory and the Individual will be the same person.*

2 FOR THE PURPOSE OF

This consent only applies to the Department and the State using, including recording or disclosing, the Individual's personal information or Individual work, and permitting other persons to do so, for:

- the purposes identified in the Project Details section of this Consent Form;
- the purposes of public relations, promotion, advertising, media and commercial activities concerning the Project. This only includes via the internet, iTunes U and Social Media Websites if the relevant website is identified as a permitted website for the Project in Section 5 of this Consent Form; and
- where the material is uploaded to iTunes U, a Social Media Website or other website,
 - any purposes, commercial or otherwise, required by operators of the websites as a condition of uploading the personal information or Individual work; and
 - transfer of the personal information outside of Australia in the course of the operation of the website.

3 FOR THE DURATION OF

If the Department, the State or another person permitted by them is using the Individual's personal information or Individual work, or has entered into contractual obligations in relation to the Department's material that incorporates the Individual's personal information or Individual work, the consent will continue in relation to that material until the use is complete or until the contractual obligations come to an end. It is not possible for the Signatory or the Individual to withdraw the Individual's personal information or Individual work or revoke this consent in relation to such existing uses of that material.

If you do wish to revoke or modify this consent in relation to any further new uses of the Individual's personal information or Individual work, the Individual or the Signatory should send a notice in writing to the person nominated in Section 7 of this Consent Form. After that notice is received, the Department and the State will still be able to continue the existing uses, but will not be able to make any further new use of the Individual's personal information or Individual work.

The Signatory acknowledges that where material is uploaded to a Social Media website or other website:

- the use and contractual obligations may be perpetual and irrevocable; and
- it may not be possible to ensure that all copies of the material are deleted or cease to be used, and the Department and the State will not be responsible for doing so.

4 I UNDERSTAND THAT

- '**Project**' means the project described in the Project Details section of this Consent Form.
- '**Use**' includes:
 - to create, make copies of, reproduce, modify, adapt or retain in any form, including by camera, video, digital recorder, webcam, mobile phone or any other device; and
 - to distribute, publish or communicate in any form, including in newsletters and other print media, television and via the internet, iTunes U and Social Media Websites,in whole or in part, and to permit other persons to do so.
- The Signatory or the Individual will not be paid for giving this Consent or the use of the Individual's personal information or Individual work.
- This Consent Form revokes and replaces all previous consent forms in relation to the use of the Individual's personal information or Individual work in the Project (subject to any limitations on revocation in those consent forms).



to use copyright material, image, recording, name or personal information

- This Consent Form is a legally binding and enforceable agreement between the Signatory and the Department or the State.
- Nothing in this Consent Form limits the rights that the Department or the State reserve in relation to the use of the Individual's personal information or Individual work, copyright or other intellectual property under any other law.
- The 'Department' and the 'State' include the officers and employees of the Department and the State engaged in performing services for the Department and the State.
- 'Social Media Website' includes any website operated by a third party which facilitates the uploading and sharing of user generated content, including social and professional networking websites, web forums, blogs and wikis. The definition includes (without limitation) the following websites currently managed by the Department:
 - Facebook: <https://www.facebook.com/pages/Queensland-Department-of-Education-and-Training/136384799716300>
 - YouTube: <http://www.youtube.com/user/DETQueensland>
 - Twitter: <http://www.twitter.com/QLDDET>
 as amended or replaced from time to time.
- 'iTunes U' is an online digital content download service operated by Apple Pty Ltd or its affiliates for the purpose of enabling educational institutions to make educational materials and other content available through Apple's iTunes software. The definition includes (without limitation) the following iTunes U Site currently operated by the Department:
 - DETE 2 Go: [<http://itunes.apple.com/institution/department-education-training/id413610423>]
- This consent only extends to the Social Media Websites and other websites specified in the Project Details section of this Consent Form.
- This consent extends to the Department and the State:
 - disclosing the Individual's personal information and Individual work to the Department's and the State's agents, contractors and volunteers for the purpose of performing services for the Department and the State; and
 - permitting those persons to use, record and disclose such material to the same extent as the Department and the State are entitled to deal with the Individual's personal information and Individual work.

5 PROJECT DETAILS

Name and description of Project: 2018 Japanese Immersion #Tokyo Study Tour

Description of what is to be made, used, retained or reproduced:

Individual's copyright material Individual's name Individual's image Individual's recording

Image or recording includes photographs, videos, films or sound recordings of the Individual.

Description of copyright material, image, recording or other personal information:

- photographs of the individual;
- film/video footage and audio which includes the individuals's image, voice and/or performances;
- work produced by the individual for the purpose of the tour/exchange
- written material made by the individual about the tour/exchange;
- text and artwork in travel diaries and journals kept by the individual for the tour/exchange.



Description of the purpose for which the personal information or Individual work is required (i.e. details of the nature and scope of the use of the personal information or Individual work), and the medium of reproduction (e.g. paper, electronic or other form). How will the personal information or Individual work be made, used, retained or reproduced, and will it be distributed, disclosed, published or communicated to any third parties or to the broader public (e.g. on the internet)?

Photographs, images, voice recordings or personal information may be used for publishing purposes after the completion of the program.

Description of the timeframe during which the Individual's name, image, recording or Individual work is required (e.g. Is it for one-time use? For what date or dates?):

Ongoing from date of signature, unless revoked in accordance with Section 3 of this Consent Form.

Name of the departmental position/person responsible for the making, usage, storage, reproduction, distribution, publication or communication of the Individual's personal information or Individual work:

Project Officer, International Services, DET International

Name that should be used in association with the Individual or the Individual's image or Individual work:

Full name First name only No name Other:

Will the Individual's personal information or Individual work be published on the iTunes U Site, a Social Media Website or another website (i.e. permanently published to the public)?

Yes No

If yes, which of the websites below (as amended or replaced from time to time) will the Individual's personal information or Individual work be published on:

Facebook Page:

<https://www.facebook.com/pages/Queensland-Department-of-Education-and-Training/136384799716300>
The Department's Facebook page is publicly accessible by all internet users. The Department may share information, photographs and videos related to the Department's programs, activities and initiatives (including the Project) with users through its Facebook page.

YouTube Channel:

<http://www.youtube.com/user/DETQueensland>

The Department's YouTube channel is publicly accessible by all internet users. The Department may share videos related to the Department's programs, activities and initiatives (including the Project) with users through its YouTube channel. The Department does not permit users to download its videos uploaded to its YouTube channel. However third party applications may be used to overcome the Department's settings.

Twitter Profile:

<http://www.twitter.com/QLDDET>

The Department's Twitter profile is publicly accessible by all internet users. The Department may share information, photographs and videos related to the Department's programs, activities and initiatives (including the Project) with users through its Twitter profile.

iTunes U Site:

[<http://itunes.apple.com/institution/department-education-training/id413610423>]



The Department's iTunes U Site is a dedicated store on iTunes U which provides online digital educational materials and other content for download. It is publicly accessible by all internet users who have established an iTunes account. The Department may share information, photographs and videos related to the Department's programs, activities and initiatives (including the Project) with users through its iTunes U Site.

Official Websites:

<http://dete.qld.gov.au>

<http://education.qld.gov.au>

<http://training.qld.gov.au>

The Department's official websites are publicly accessible by all internet users. The Department may share information, photographs and videos related to the Department's programs, activities and initiatives (including the Project) with users through its official websites.

Other:

Provide a short description, and the website address, of the other website/s:

- *Queensland Government website referred to as QGov: <https://www.qld.gov.au/>*
- *LinkedIn: <https://au.linkedin.com/>*
- *The Learning Place is DET's secure eLearning environment providing access to an innovative range of digital resources and eSpaces for teaching and learning, collaborating and networking. <https://staff.learningplace.eq.edu.au>*

6 DETAILS

IT IS NOT COMPULSORY FOR YOU TO PROVIDE THIS CONSENT

If you decide not to provide consent, this will not adversely affect academic achievement, or any relationships with teachers or the school.

Name of Individual

Address of Individual

Name of organisation or school (at which the Individual is enrolled, employed, or works as a volunteer, if any):

Signature of the Individual (if over 18 years of age, or if under 18 years of age **and** capable of understanding and giving this consent)

Date

Signature of the parent or guardian (required if the Individual is under 18 years of age)

Date

Name of signing parent or guardian

Address of signing parent or guardian

7 NOTE

The Department will use its best endeavours to ensure the person signing this Consent Form is authorised to do so, but takes no responsibility for circumstances in which it is misled as to the identity or authority or ability of a person to provide consent.

If you require a copy of this signed Consent Form, or if you wish to revoke this consent, please contact:

Justin Roberts, Project Officer, International Services, DE International

E: internationalservices@det.qld.gov.au

Ph: (07) 3513 5729

8 INFORMATION**What is this consent for?**

This Consent Form authorises the Department and the State to use the Individual's personal information and copyright material, together with information about the Individual's participation in Departmental and State initiatives, for the purposes specified in the Project Details section of the Consent Form. This consent covers the entire or partial use of the Individual's personal information and copyright material in conjunction with other words and images.

For example, the Individual's personal information and copyright material may appear in school newsletters, magazines, websites (including iTunes U and Social Media Websites) and other school, departmental or State publications, as well as in television advertising, videos, brochures, forms, public relations displays, annual reports, press advertising, internal documents such as manuals, websites, certificates and strategic plans, and posters and other promotional material. There may also be occasions on which the Department may approve the media, such as local newspapers and television stations, using information and copyright material in relation to the Individual (for example, where the Individual is involved in dramatic or musical performances, sporting activities or award ceremonies).

Websites

Individuals and Signatories should be aware that publication of an Individual's personal information and Individual work on websites, including iTunes U and Social Media Websites is similar to publication in newsletters, magazines, brochures, etc; however publication on websites is publication of that material to the world at large.

Individuals and Signatories should be aware that the publication of an Individual's personal information and Individual work, by the Department or the State, on a website typically constitutes a permanent and publicly available record of that material. This means that anyone may be able to copy and use an Individual's personal information and Individual work that has been published on a website for any purpose and without the consent or knowledge of the Department, the State or the Individual.

Individuals or Signatories should not grant their consent to the Department or the State to use an Individual's personal information or Individual work in connection with a website if the Individual or the Signatory does not agree to the material being permanently available to the public.

If an Individual's personal information or Individual work is published on a website, that material will be governed by the privacy policy and terms of use of the relevant website. The Department or State cannot reasonably control how an Individual's personal information or Individual work is used by third parties once the material has been published on a website which is not under the direct control of the Department, for example, iTunes U and Social Media Websites.

What is copyright material?

An Individual's copyright material may include written work (e.g. stories and poems), paintings, pictures, drawings, designs, photographs, videos, films, music, performance, recordings, computer programs, websites, sculptures, fashion, metal- or wood-works made by them or to which they contributed. In the case of students, it includes, but is not limited to, work that they create in the course of their studies during the time they are enrolled at a State school. These materials may form part of their academic assessment or be part of their studies generally and may attract copyright.

The Department understands that students and volunteers generally own the intellectual property rights in the material they create and that this Consent Form is not meant to transfer the Individual's ownership of the intellectual property in their copyright material.



This Consent Form does not provide for copyright consent in relation to copyright works an Individual creates in the course of employment (whether or not the material is created in normal work hours or using departmental facilities or equipment). Where copyright material is created by a State employee while performing their duties under the terms of their employment, the copyright is owned by the State as the employer (section 35 *Copyright Act 1968*). There are limited exceptions to this including, for example, where the copyright material is created by an employee pursuant to a prior agreement with the employer.

Generally, the deciding factor is whether the employee is performing their official duties. In addition, section 176 of the *Copyright Act 1968* applies where the work was created by or under the direction or control of the State. However, moral rights may still apply to copyright material created by an employee. The *Queensland Public Sector Intellectual Property Principles* provide further information on intellectual property. If as an employee you have any further queries about the ownership of the intellectual property in respect of the works you create you should contact the Legal and Administrative Law Branch.

What is personal information?

Personal information includes information or opinions, whether true or not, about an individual whose identity is apparent or can reasonably be ascertained from the information or opinion. This includes the Individual's name, image or video or sound recording. It also includes the Individual's educational information such as the Individual's assessment and results, and health information and court orders provided to the Department, where such information may enable the Individual to be identified.

What happens to the Consent Form once it is completed and signed?

The Consent Form is retained by the Department and it will be placed on the Project file. The Individual or Signatory may request a copy of the signed form by contacting the person nominated in Section 7 of this Consent Form.

What if I give my consent and later change my mind?

The consent will be in effect from the date the Consent Form is signed. The Department and the State will then start using the Individual's personal information and Individual work to create material incorporating the Individual's personal information and Individual work and entering into contractual obligations in relation to that material.

If you wish to later modify or revoke this consent, the Individual or the Signatory should send a notice in writing to the person nominated in Section 7 of this Consent Form. After that notice is received, the Department and the State will not make any new additional use of the Individual work, but any existing uses will continue.

Where the Department or another person uploads material to iTunes U, a Social Media Website or other website, it may need to accept contractual obligations that are perpetual and irrevocable. It may not be possible to ensure that all copies of the material are deleted or cease to be used, and the Department and the State cannot take responsibility for doing so.

Privacy

The consent to the recording, use and disclosure of the Individual's personal information and Individual work is required in accordance with the *Copyright Act 1968* (Cth), the *Education (General Provisions) Act 2006* and the *Information Privacy Act 2009*. Personal information will be stored securely. The Department will only disclose the Individual's personal information in accordance with the consent, except where authorised or required by law. If you wish to access or correct any of the personal information on this form or discuss how it has been dealt with, or if you have a concern or complaint about the way the Individual's personal information has been collected, used, stored or disclosed, please contact the relevant organisation or school.

PARENT/GUARDIAN'S AGREEMENT [PART C]

- I/we give permission for the student to enter in the tour and have read and counter-signed the Student Application Form [Part A].
- I/we have read and understand the Privacy Statement in the Student Application Form [Part A].
- I/we have signed the Project Consent Form [Part B].
- I/we have read and understand the Conditions of Entry and Tour Rules [Part D]
- I/we have read and understand the [Queensland Code of School Behaviour](#).

If the student is chosen for the tour I/we agree:

- it will be my/our responsibility to:
 - pay for all incidentals that may arise in connection with the tour (including excess baggage fees, spending money, mobile phone charges and personal purchases)
 - arrange and pay for a passport that is valid up to 30 June 2019 and ensure there are no restrictions on the student travelling to the tour destination. Arrange and pay for their visa, if required. Visa and passport (5 year validity) expenses may be reimbursed by the Department upon application.
 - seek medical advice about and pay for any vaccinations
 - provide a doctor's certificate confirming the student is physically and mentally fit for international travel, in accordance with the terms of cover under the *Group Medical Conditions (group policies)* listed by [GoSafe Travel Insurance](#)
 - disclose all medical/health conditions (including those that do not require medication) to ensure that adequate travel insurance coverage is purchased. Note that any costs associated with medical treatment or the repatriation of the applicant, as a result of non-disclosure, will be borne in full by the parent/guardian
 - arrange transfers to and from Brisbane (this is only applicable to those students located within reasonable driving distance to Brisbane - student's domestic flights will be paid for, when required).
- to comply with all reasonable requests by the organisers for any additional information or documentation for the purposes of organising the tour (including but not limited to arranging and booking transport, insurance, tours and accommodation)
- to supply a completed Student Medical Information and Authorisation Form [Part E] when requested
- to supply a completed Parent/Guardian Acceptance Form [Part F] when requested
- to promptly advise organisers of any changes to information supplied on the Student Application Form [Part A] and any issues which may affect my/our child's participation in the tour (for example, a change to my/our child's health, family situation, financial situation, school, or a need for any special requirements or assistance on the tour)
- to ensure the Department, chaperones and supervising staff have up-to-date contact details for me/us at all times
- the student's selection for the tour may be revoked in accordance with the Conditions of Entry and Tour Rules [Part D] and the Department is not responsible for any loss or damage if the student's selection for the tour is revoked

- that the student is under the care and control of the chaperones and supervising staff on the study tour
- that the consequences for breach of the conditions of entry, or breach of the [Queensland Code of School Behaviour](#) may involve the student's school being notified, the student being sent home under supervision and any other disciplinary action under relevant school rules and I/we will be responsible for all costs associated with the student being sent home in such circumstances
- that the student may be sent home at my/our expense if the student or I/we revoke the consent given in the tour
- the Department is not responsible for any loss or damage if the student is sent home in accordance with the Conditions of Entry and Tour Rules [Part D]
- to assist and/or encourage the student to comply with the Conditions of Entry and Tour Rules [Part D].

Student name	
Parent/Guardian 1 name	
Signature	
Date	
Parent/Guardian 2 name	
Signature	
Date	

CONDITIONS OF ENTRY AND 2018 JAPANESE IMMERSION #TOKYO TOUR RULES [PART D] - STUDENT

Who can enter?

The Japanese Immersion #Tokyo Study Tour is open to all eligible Queensland state high school students in Year 10 who are currently studying the Japanese language and have a strong interest in continuing with Japanese studies in senior years. This tour will also include a focus on environmental studies. Students applying must be an Australian citizen, a permanent resident of Australia or a New Zealand citizen residing in Australia. Entries must be from individuals and not groups. Eligible Queensland state high schools may nominate one student only.

How do students enter?

Applications open on Thursday 1 February 2018 and must be received by the Queensland Department of Education and Training (the Department) by Wednesday 28 March 2018. Late applications **will not** be accepted. Winners will be advised by email.

Entry procedures

Students must submit the following:

- a completed and signed Student Application Form [Part A]
- a completed and signed Project Consent Form [Part B] (must be signed by the student and parent/guardian)
- a completed and signed Parent/Guardian's Agreement Form [Part C].

Entries that do not include all the above components will not be considered. Save the signed and scanned documents and email to internationalservices@det.qld.gov.au.

Judging criteria and process

Applications will be shortlisted by a selection panel comprising employees of the Department. The panel will review the shortlisted entries to determine the successful applicants. The successful applicants will be notified by email. The panel's decision is final and individual feedback to applicants will not be available.

Other conditions

- The Student Application Form [Part A], Project Consent Form [Part B], Parent/Guardian's Agreement Form [Part C] and Conditions of Entry and Tour Rules [Part D] all form part of the student application pack.
- Successful applicants must be prepared to feature in media and promotional activities - see Project Consent Form [Part B] which must be completed, signed and submitted at the time of applying. Entrants may revoke their consent at any time, as per the provisions of the project consent form, however they may no longer be considered for the tour. If a winner revokes their consent, their participation in further aspects of the tour and travel may be terminated by the Department. In such circumstances the successful applicants will not be awarded substitute prizes.
- Applicants may only apply once.
- The tour cannot be exchanged and is not redeemable for cash.
- At the Department's discretion, the tour is subject to change in itinerary and/or cancellation in the event of unforeseen circumstances e.g. safety concerns. In the event a successful applicant is denied a passport, they will not be able to travel. In these circumstances the successful applicant will not be awarded substitute prizes.
- Successful applicants must have a passport with validity of at least six months from 31 December 2018. Successful applicants may organise their passport validity when they are notified they have been successful in obtaining a place on the tour.
- No responsibility will be taken for incomplete, late, misdirected, damaged or lost applications.
- The Department reserves the right, at any time, to verify the validity of an entry or disqualify an application that is not in accordance with these conditions of entry.
- This program is not a student exchange program provided under the National Guidelines for Student Exchanges and is not quality assured by the relevant state registration authority.
- The tour is not for the purposes of:
 - personal tourism by the student prior to, in the middle of, or at the end of the tour
 - unsupervised independent side trips by the student at any time
 - meeting with family and friends in the country they are visiting prior to, in the middle of, or at the end of the tour

TOUR RULES FOR SUCCESSFUL APPLICANTS

Before the tour I agree to:

- obtain a passport/visa at least four weeks prior to departure, is valid up to 30 June 2019 and ensure there is no restriction on me travelling to the destination. Reimbursement by the Department for the cost of the visa and/or a 5-year passport may be made on application.
- seek medical advice about and pay for any vaccinations
- supply a completed Student Medical Information and Authorisation Form [Part E] when requested
- supply a completed Parent/Guardian Acceptance Form [Part F] when requested
- confirm receipt of visa (if required) at least four weeks prior to confirmed departure date
- promptly advise organisers of any changes to information supplied on the application form and any issues which may affect my participation in the tour (for example, a change to my health, family situation, financial circumstances, school, or a need for any special requirements or assistance on the tour)
- comply with all reasonable requests by the organisers for any additional information or documentation for the purposes of organising the tour (including but not limited to arranging and booking transport, insurance, tours and accommodation)
- participate in all pre-departure program briefings
- have my selection in the tour revoked if:
 - I do not comply with the Conditions of Entry and Tour Rules [Part D]
 - I do not provide a doctor's certificate confirming my physical and mental fitness for international travel
 - I am suspended or excluded from school
 - I do not have and maintain a school attendance record and behaviour that is satisfactory to the Department
 - I, or my parents, revoke the consent given in the Project Consent Form [Part B]
 - I am unable to obtain the necessary passport/visa
 - the Department is unable to obtain an appropriate level of travel insurance coverage for me ('appropriate' will be determined by the Department in its absolute discretion).

The Department is not responsible for any loss or damage if my selection for the tour is revoked.

On the tour I agree to:

- abide by the [Queensland Code of School Behaviour](#)
- my parents being given information about me, including (but not limited to) my behaviour on the tour and any health or wellbeing issues or concerns
- the supervising staff and chaperones immediately dealing with any breach of these rules or the [Queensland Code of School Behaviour](#) by imposing appropriate consequences, including notifying parents. In serious cases my school will also be notified (with additional consequences imposed by the school under the school's Behaviour Management Plan) and I may be sent home (under supervision) at my own/my parents' expense
- being sent home at my own/my parents' expense if I, or my parents, revoke the consent given in the Project Consent Form [Part B].

The Department is not responsible for any loss or damage if I am sent home in accordance with these rules.

After the tour I agree to:

- record my reflections of the tour in my post-tour report
- make presentations about the tour to my school community if requested
- participate in all post-tour briefings and complete a questionnaire about the tour.

Please note that these rules may be updated if the need for additional or varied rules arises. If you are notified of any updates to the rules, you must follow the revised tour rules.

PARENT/GUARDIAN'S AGREEMENT [PART C]

- I/we give permission for the student to enter in the tour and have read and counter-signed the Student Application Form [Part A].
- I/we have read and understand the Privacy Statement in the Student Application Form [Part A].
- I/we have signed the Project Consent Form [Part B].
- I/we have read and understand the Conditions of Entry and Tour Rules [Part D]
- I/we have read and understand the [Queensland Code of School Behaviour](#).

If the student is chosen for the tour I/we agree:

- it will be my/our responsibility to:
 - pay for all incidentals that may arise in connection with the tour (including excess baggage fees, spending money, mobile phone charges and personal purchases)
 - arrange and pay for a passport that is valid up to 30 June 2019 and ensure there are no restrictions on the student travelling to the tour destination. Arrange and pay for their visa, if required. Visa and passport (5 year validity) expenses may be reimbursed by the Department upon application.
 - seek medical advice about and pay for any vaccinations
 - provide a doctor's certificate confirming the student is physically and mentally fit for international travel, in accordance with the terms of cover under the *Group Medical Conditions (group policies)* listed by [GoSafe Travel Insurance](#)
 - disclose all medical/health conditions (including those that do not require medication) to ensure that adequate travel insurance coverage is purchased. Note that any costs associated with medical treatment or the repatriation of the applicant, as a result of non-disclosure, will be borne in full by the parent/guardian
 - arrange transfers to and from Brisbane (this is only applicable to those students located within reasonable driving distance to Brisbane - student's domestic flights will be paid for, when required).
- to comply with all reasonable requests by the organisers for any additional information or documentation for the purposes of organising the tour (including but not limited to arranging and booking transport, insurance, tours and accommodation)
- to supply a completed Student Medical Information and Authorisation Form [Part E] when requested
- to supply a completed Parent/Guardian Acceptance Form [Part F] when requested
- to promptly advise organisers of any changes to information supplied on the Student Application Form [Part A] and any issues which may affect my/our child's participation in the tour (for example, a change to my/our child's health, family situation, financial situation, school, or a need for any special requirements or assistance on the tour)
- to ensure the Department, chaperones and supervising staff have up-to-date contact details for me/us at all times
- the student's selection for the tour may be revoked in accordance with the Conditions of Entry and Tour Rules [Part D] and the Department is not responsible for any loss or damage if the student's selection for the tour is revoked

- that the student is under the care and control of the chaperones and supervising staff on the study tour
- that the consequences for breach of the conditions of entry, or breach of the [Queensland Code of School Behaviour](#) may involve the student's school being notified, the student being sent home under supervision and any other disciplinary action under relevant school rules and I/we will be responsible for all costs associated with the student being sent home in such circumstances
- that the student may be sent home at my/our expense if the student or I/we revoke the consent given in the tour
- the Department is not responsible for any loss or damage if the student is sent home in accordance with the Conditions of Entry and Tour Rules [Part D]
- to assist and/or encourage the student to comply with the Conditions of Entry and Tour Rules [Part D].

Student name	
Parent/Guardian 1 name	
Signature	
Date	
Parent/Guardian 2 name	
Signature	
Date	

CONDITIONS OF ENTRY AND 2018 JAPANESE IMMERSION #TOKYO TOUR RULES [PART D] - STUDENT

Who can enter?

The Japanese Immersion #Tokyo Study Tour is open to all eligible Queensland state high school students in Year 10 who are currently studying the Japanese language and have a strong interest in continuing with Japanese studies in senior years. This tour will also include a focus on environmental studies. Students applying must be an Australian citizen, a permanent resident of Australia or a New Zealand citizen residing in Australia. Entries must be from individuals and not groups. Eligible Queensland state high schools may nominate one student only.

How do students enter?

Applications open on Thursday 1 February 2018 and must be received by the Queensland Department of Education and Training (the Department) by Wednesday 28 March 2018. Late applications **will not** be accepted. Winners will be advised by email.

Entry procedures

Students must submit the following:

- a completed and signed Student Application Form [Part A]
- a completed and signed Project Consent Form [Part B] (must be signed by the student and parent/guardian)
- a completed and signed Parent/Guardian's Agreement Form [Part C].

Entries that do not include all the above components will not be considered. Save the signed and scanned documents and email to internationalservices@det.qld.gov.au.

Judging criteria and process

Applications will be shortlisted by a selection panel comprising employees of the Department. The panel will review the shortlisted entries to determine the successful applicants. The successful applicants will be notified by email. The panel's decision is final and individual feedback to applicants will not be available.

Other conditions

- The Student Application Form [Part A], Project Consent Form [Part B], Parent/Guardian's Agreement Form [Part C] and Conditions of Entry and Tour Rules [Part D] all form part of the student application pack.
- Successful applicants must be prepared to feature in media and promotional activities - see Project Consent Form [Part B] which must be completed, signed and submitted at the time of applying. Entrants may revoke their consent at any time, as per the provisions of the project consent form, however they may no longer be considered for the tour. If a winner revokes their consent, their participation in further aspects of the tour and travel may be terminated by the Department. In such circumstances the successful applicants will not be awarded substitute prizes.
- Applicants may only apply once.
- The tour cannot be exchanged and is not redeemable for cash.
- At the Department's discretion, the tour is subject to change in itinerary and/or cancellation in the event of unforeseen circumstances e.g. safety concerns. In the event a successful applicant is denied a passport, they will not be able to travel. In these circumstances the successful applicant will not be awarded substitute prizes.
- Successful applicants must have a passport with validity of at least six months from 31 December 2018. Successful applicants may organise their passport validity when they are notified they have been successful in obtaining a place on the tour.
- No responsibility will be taken for incomplete, late, misdirected, damaged or lost applications.
- The Department reserves the right, at any time, to verify the validity of an entry or disqualify an application that is not in accordance with these conditions of entry.
- This program is not a student exchange program provided under the National Guidelines for Student Exchanges and is not quality assured by the relevant state registration authority.
- The tour is not for the purposes of:
 - personal tourism by the student prior to, in the middle of, or at the end of the tour
 - unsupervised independent side trips by the student at any time
 - meeting with family and friends in the country they are visiting prior to, in the middle of, or at the end of the tour

TOUR RULES FOR SUCCESSFUL APPLICANTS

Before the tour I agree to:

- obtain a passport/visa at least four weeks prior to departure, is valid up to 30 June 2019 and ensure there is no restriction on me traveling to the destination. Reimbursement by the Department for the cost of the visa and/or a 5-year passport may be made on application.
- seek medical advice about and pay for any vaccinations
- supply a completed Student Medical Information and Authorisation Form [Part E] when requested
- supply a completed Parent/Guardian Acceptance Form [Part F] when requested
- confirm receipt of visa (if required) no later than one month after advice of acceptance in the program
- promptly advise organisers of any changes to information supplied on the application form and any issues which may affect my participation in the tour (for example, a change to my health, family situation, financial circumstances, school, or a need for any special requirements or assistance on the tour)
- comply with all reasonable requests by the organisers for any additional information or documentation for the purposes of organising the tour (including but not limited to arranging and booking transport, insurance, tours and accommodation)
- participate in all pre-departure program briefings
- have my selection in the tour revoked if:
 - I do not comply with the Conditions of Entry and Tour Rules [Part D]
 - I do not provide a doctor's certificate confirming my physical and mental fitness for international travel
 - I am suspended or excluded from school
 - I do not have and maintain a school attendance record and behaviour that is satisfactory to the Department
 - I, or my parents, revoke the consent given in the Project Consent Form [Part B]
 - I am unable to obtain the necessary passport/visa
 - the Department is unable to obtain an appropriate level of travel insurance coverage for me ('appropriate' will be determined by the Department in its absolute discretion).

The Department is not responsible for any loss or damage if my selection for the tour is revoked.

On the tour I agree to:

- abide by the [Queensland Code of School Behaviour](#)
- my parents being given information about me, including (but not limited to) my behaviour on the tour and any health or wellbeing issues or concerns
- the supervising staff and chaperones immediately dealing with any breach of these rules or the [Queensland Code of School Behaviour](#) by imposing appropriate consequences, including notifying parents. In serious cases my school will also be notified (with additional consequences imposed by the school under the school's Behaviour Management Plan) and I may be sent home (under supervision) at my own/my parents' expense
- being sent home at my own/my parents' expense if I, or my parents, revoke the consent given in the Project Consent Form [Part B].

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After the tour I agree to:

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- make presentations about the tour to my school community if requested
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Please note that these rules may be updated if the need for additional or varied rules arises. If you are notified of any updates to the rules, you must follow the revised tour rules.