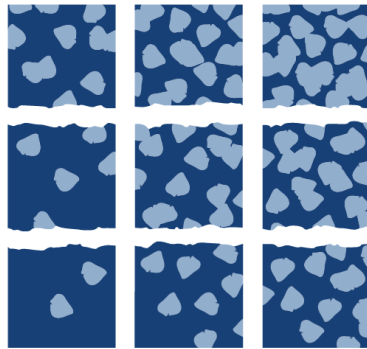




Lexis Japan

レクシス語学学院

Agent Manual

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WELCOME TO LEXIS JAPAN

We are excited to have you representing Lexis Japan and our high-quality Japanese language programs!

Our committed staff offer personalised and genuine support for students during their Japanese learning experience. Whether one is seeking an intensive academic program or is more interested in building up Japanese conversational skills for travel, work and play, Lexis Japan offers a high-quality program suitable for all levels.

Lexis was the proud winner of the prestigious STM World School award in 2014, placing it in the leading rank of language training institutions world-wide.

The Agent Manual is designed as a tool for our agency partners. It contains information about our school, our courses, visa information, accommodation options and sales tools to assist you in your promotion of Lexis Japan.

Contact Details

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**AWARD-WINNING
LANGUAGE PROVIDER**

Study in Kobe

A port city with young, outgoing, and welcoming residents, Kobe is the perfect blend of traditionalism and western influences all with a very Japanese approach. Lexis Japan campus is located in the heart of Kobe. Come and enjoy a convenient lifestyle with everything you need being within arm's reach.

An incredible blend of history and contemporary culture is what you'll find throughout the heart of Kobe. For example, Kyu-Kyoryuchi, the historic former foreign settlement; Sannomiya, a paradise for shoppers and foodies alike; Harborland and Meriken Park, with Kobe's best waterfront views and Kitano, which enjoys prime views of Kobe from its hilly slopes. The diverse and sophisticated streets of downtown Kobe will entice and appeal to all visitors.



Cost of living in Kobe

Kobe is 24% cheaper than Tokyo, which allows our students to travel and experience more during their stay. Public transportation is efficient in Kobe. You can travel anywhere in the city for a fixed rate of 210 yen by bus.

Japan Railway Pass allows you to travel without restriction throughout Japan by train:

https://www.japan-experience.com/transportation/japan-rail-pass/national?click_id=f5b819ee3760b5d36834c208fcf4c3f4&affiliate_id=31

Seishun 18 Tickets allows you to travel around the country during the beautiful holiday periods:

<https://www.jrpass.com/blog/guide-to-the-seishun-18-kippu-a-cheap-jr-pass>

Pricing on Everyday Goods

Sample Price Index for Food Items



Product name	Japanese yen	US dollars
Regular rice (Koshi hikari, 5 kg)	2,405yen	US\$20.91
Sliced bread (1kg)	435yen	US\$3.78
Salmon (100g)	217yen	US\$1.89
Eggs (Pack of 10)	223yen	US\$1.94
Chicken (100g)	132yen	US\$1.15
Ham (100g)	207yen	US\$1.80
Cabbage (1kg)	158yen	US\$1.37
Milk (1,000ml)	218yen	US\$1.90
Cheese (domestic product, 100 g)	190yen	US\$1.65
Mineral water (2,000 ml)	103yen	US\$0.90

Grocery and Eating Out

A month's grocery bill is around 20,000 - 30,000 yen; includes commonly eaten food such as rice (5kg / 2,253yen), milk (1L / 251 yen), eggs (10 / 235 yen) etc. There are over 270 grocery stores in Kobe City, making it extremely convenient for cooking at home. For larger amounts at a lower price, we recommend shopping at Gyomu Super.

Budgeting for eating out is also important, this will include items like dinner with friends and going out for drinks. The budget for this will vary from person to person, some said they spend 5,000 yen - 10,000 yen a month, and some spend up to 50,000 a month. It can be completely up to your preference, a cup of coffee is 100 yen from a convenience store and 500 yen from a cafe.

Eating out for lunch costs around 500-1500 yen; one rice ball is 130 yen, a big mac burger is 390 yen, a beef rice bowl is 430 yen, a bowl of udon noodles is about 600 yen, and sushi for one costs around 1500 yen if you are feeling fancy.

Lexis Japan

At Lexis Japan, we believe learning a language is so much more than textbook grammar. Our Intensive Japanese Courses are designed to ensure that all key language skills are developed in a dynamic and interesting classroom experience.

Lexis Japan offers a range of Japanese language programs to meet the needs of language learners of all levels and abilities. With small classes and plenty of individual attention from our teachers, you can be assured that your Japanese language skills will progress rapidly.

All programs at Lexis Japan are taught by teachers that are qualified and experienced in teaching Japanese as a foreign language. The average class size is 6, while the maximum class size is 14.

Our curriculum is communicative, student centred, and task based to help students achieve their learning goals in quick and fun. The goal is to use Japanese to actually communicate in real-life situations.



To study at Lexis Japan

We understand that every student comes to Japan with their very own unique goals, plans and learning needs. Lexis 360 is our student academic care program, designed to ensure that all students at Lexis Japan received individual support and attention, initiating the most successful study experience possible.

At Lexis Japan, each student will receive:

- Individual level test
- Interview
- Week 1 interview & review
- Regular 1:1 academic counselling
- Study plan

Your Study Plan is designed to guide your study whilst at Lexis. Based on your initial test results and interview, the Study Plan ensures that we keep your study program on track, maximise the use of your out-of-class study time, and get the best possible language learning from your time in Kobe.

Course options

- Intensive Japanese (Full-time 20h or Part-time 15h)
- JLPT Exam Preparation Course
- Teen Activity Program
- 1:1 Intensive Program

Intensive Japanese Course

Our Intensive Japanese Course is suitable for non-native students who are aiming to progress rapidly in all speaking, listening, writing and reading aspects. Our curriculum is designed to not only focus on learning the basics of grammar but also to understand and communicate in real-life situations with a natural speaking pace.

In addition to the morning Japanese lessons, our Full-Time Intensive Japanese program includes cultural programs and activities designed for authentic Japanese experiences. Here at Lexis Japan, we believe culture plays a fundamental key role in unlocking the full language learning experience. Therefore, as a part of our program we provide a range of cultural classes and activities to introduce Japanese culture, tradition and history.

Students from Intensive Japanese Full-time and Part-time share the same core classes in the morning. The only difference is the addition of Japanese plus (skill focused option classes) and activities that run during the afternoon sessions.

Timetable

09:00-10:30	Core 1
10:45-12:15	Core 2
12:15-13:15	LUNCH
13:15-14:15	Japanese plus OR Activity

*Students should be at school by 8:30am on the first day.

Levels

All levels of learners are accepted, from complete beginner to high intermediate. Complete beginners are strongly recommended to start from week 1 or week 2.

Examples of learning schedule for absolute beginners:

- In 2 weeks, they will be able to:
 - Read and write Hiragana and Katakana
 - Introduce him/herself and others
 - Understand very basic phrases
- In 4 weeks, they will be able to:
 - Understand and use familiar everyday expressions
 - Ask and answer questions about personal details
 - Interact in a simple way
- In 8 weeks, they will be able to:
 - Communicate in simple and routine tasks
 - Understand frequently used expressions
 - Describe in simple terms aspects of him/her background and immediate environment
- In 12 weeks, they will be able to:
 - Understand sentences and frequently used expressions
 - Communicate in routine tasks
 - Describe their background and immediate needs
- In 24 weeks, they will be able to:
 - Understand clear standard input on familiar matters regularly encountered everyday
 - Deal with most situations likely to arise while travelling and living in Japan
 - Describe experience and events, personal interests, dreams, hopes and ambitions and give reasons and explanations for options and plans.
- In 1 year, they will be able to:
 - Communicate at nearly natural level in a variety of circumstances
 - Communicate in business settings and apply for vast majority of jobs in Japan

JLPT Exam Preparation Course

The JLPT Exam Preparation Course is 8 weeks of 15h lessons, from 1:30-4:45, Monday to Friday. JLPT (Japanese Language Proficiency Test) is designed to measure the ability of non-native speakers. This course is a perfect way to prepare students for living, working or undertaking further Japanese-speaking environments. At Lexis Japan, students will:

- Be taught by a dedicated and experienced JLPT exam preparation teacher
- Improve reading, writing, grammar, vocabulary, speaking and listening skills
- Take practice tests using past exam papers, with answer guides and teacher feedback
- Improve Japanese language whilst working towards an internationally recognised qualification

1:1 Intensive Program

We are also able to customise 1:1 Intensive Program upon request. It is recommended for students who want additional support or aim for JLPT N2 or higher.

Teachers are assigned to students based upon their specific interests. Any subject or combination of subjects may be offered.

Our Campus



5 minutes' walk from Motomachi station
9 air-conditioned classrooms
Student Lounge
High speed Wi-Fi throughout the school
Kitchen with microwaves, kettle, fridge
Large projection screen and projector

Student Support

Here at Lexis Japan, we understand that it may take some time for our students who are arriving at a completely new foreign city to settle into their new environment. We are committed to assisting all our students with their stay.

We provide Pre-departure Guide, Airport Pick-up Services, Homestay and Accommodation Booking Service. We also provide assistance to our students with any help they may need for their life outside of class: from lunch recommendation to booking concert tickets.

Each student will receive:

- Individual level test and study plan
- Week 1 interview and review
- Regular 1:1 academic counselling
- Welcome package and other useful information
- Tourist and travel information leaflets
- Information on interesting activities around the city

Enrolment process

1. Select your course & accommodation option
2. Confirm availability and send booking to info@LexisJapan.com
3. Registration team will issue Offer Letter & Invoice within 24h
4. Student to make full payment a month prior to commencement
5. Student to provide flight details to students@LexisJapan.com at your soonest possible convenience
6. Lexis Japan will provide pre-arrival information and level tests 2-4 weeks prior to your arrival.
7. We look forward to welcoming you to Lexis Japan!

Reasons to study at Lexis Japan

Academic Record:

As part of the Lexis group, Lexis Japan has an absolute commitment to academic quality. Students can be assured that their course is designed and taught in the highest possible standard. Our classes are small with an average of 6-12 students to ensure that each student receives plenty of individual attention from our teachers, initiating the most successful study experience possible.

High-quality courses:

At Lexis Japan, we follow the international language standards, CEFR (Common European Framework of Reference). Students will advance one CEFR level every course when they attend all their classes and complete every assignment. Lexis Japan also provides CELTA courses and other teacher training programmes. We work with the Ministry of Education in Japan and is a centre authorised by Cambridge Assessment English. Our innovative teaching strategies and methods ensure maximum progress in our language courses and teacher training courses.

Authentic Experience:

Being 'Japan's most liveable city', Kobe has a unique mixture of traditional and modern Japanese culture. Kobe is not promoted as a tourist destination outside of Japan and is perfect for a truly authentic travel experience. Kobe is known for mouth-watering food, cultural heritage, history museum, nature, nightlife and more. There is never a dull moment here in Kobe, with the rich cultural experience and outgoing locals.

Flexibility:

We offer flexibility in terms of our class schedules as well as a Full-Time/Part-Time course to make it possible for everyone to achieve education on their own terms. Students are welcome to join on any Monday for any duration that best suits their timing.

Social Activities:

Work hard and play hard is our mindset. Public transport is so convenient in Kobe, students can take day trips to the beach or Osaka, or a weekend trip to Kyoto, Nara, Nagoya and more. Our students have plenty of opportunities to meet and befriend other international and local people.

Accommodation

Student House

Lexis Japan works with a range of student accommodation providers around Kobe. Student houses generally offer a basic level of accommodation, with communal facilities. Student House

J&F Mukonoso Student House

Located between Osaka and Kobe, J&F offers a range of room sizes and configurations. J&F Student House is located approximately 20 minutes by train to Lexis Japan, and around 15 minutes to Osaka Station.

Facilities

Shared bathrooms and toilets, communal kitchens, separated dining & living area, theatre room, coin laundry, high speed Wi-Fi

Bedroom

Single bed frame, study desk and chair, fridge, A/C

Access

1 min walk to convenience store, 4 min walk to supermarket, 15 min to central Osaka

DECO House

An entirely 'women only' facility, DECO House is located a short walk from Island Centre Station, approximately 30 minutes by train to Lexis Japan. DECO House is a modern facility for both local and international students.

<https://www.kobe-deco.jp/room/>

Facilities

24/7 security support, communal kitchens, party room, study room, fitness community, coin laundry, high speed Wi-Fi

Bedroom

Single bed, study desk and chair, kitchen, fridge, bathroom, toilet, A/C

Access

5 min walk to 2 supermarkets and 4 convenience stores, walking distance to art museum, fashion museum, restaurants and cafes

Homestay

There is no doubt that the best way to reach your Japanese goals is to live with a local family, making immediate use of the language you have acquired during the day at Lexis Japan.

Lexis homestays provide a private, fully furnished room for students. Families are happy to welcome students into their homes and are keen to share Japanese culture.

Host families are carefully selected and regularly inspected to ensure that the quality of the accommodation experience is a highlight of your stay in Kobe.

Homestay accommodation includes breakfast and dinner each day. The commuting time average around 30 min by public transport.

Student Apartment

A good choice for independent travellers seeking a higher level of privacy. Keep in mind that this is Japan – rooms are well appointed and pleasant, but they are small by western standards!

Bedroom

Studio flat with free Wi-Fi, new bedding / towel / tableware included.

Access

100+ options within walking distance from the campus, easy access to public transport, supermarkets, convenience stores and more.

Visa process

Visa Exemptions:

https://www.mofa.go.jp/j_info/visit/visa/short/novisa.html

In accordance with the Visa Waiver Agreement, students of the countries listed below may enter Japan without a visa as long as the purpose of their visit is tourism or temporary visit. For students wanting to remain in Japan longer than the permitted duration, we suggest applying for a Working Holiday visa. Many students would go to a country nearby or return to their hometown, then re-enter Japan again to be eligible for another 30-90 days depending on the student's nationality.

Tourist Visa

For students from countries that require a visa for entry, Lexis Japan can issue an invitation letter for Tourist Visa applications. Students should confirm with the Japan Embassy or Consulate office as the required documents and application process varies depending on nationality.

Working Holiday Visa

Japan has a working holiday visa scheme set up with 26 countries:

https://www.mofa.go.jp/j_info/visit/w_holiday/index.html

Working holiday visa is valid for 12 months. It is a great option to spend holidays while engaging in employment, appreciate the culture and the authentic living experience in Japan. The annual number of people optioning Japanese working holiday visas totals nearly 15,000.

Academic Calendar

Recommended start dates for level 0 beginners

January 23rd

February 20th

March 20th

April 17th

May 22nd

June 19th

July 17th

August 14th

September 11th

October 10th

November 6th

December 4th

Teen Activity Program

17/Jul - 10/Aug

JLPT Exam Preparation Course

8/May - 30/Jun

2/Oct - 24/Nov

All Other courses

Start Every Monday

School Holiday

2-3,9/Jan; 23/Feb; 21/Mar; 1-5/May; 11/Aug; 18/Sep; 9/Oct; 3,23/Nov