



CLAIR Information Fair

Tuesday February 27, 12:00~19:00, 3F, Lounge

WHEN TERMINATING YOUR CONTRACT

National Health Insurance

- ☀ Before returning to your home country, visit the Insurance Section of your municipal office to cancel your national health insurance. You must complete the proper formalities at that office within 14 days prior to your departure date.
- ☀ You will need to provide your national health insurance certificate, personal seal, airplane ticket and alien registration card.
- ☀ Please consult with your supervisor before visiting the Insurance Section. You never know, your supervisor may volunteer to take care of the whole thing for you!

Alien Registration

- ☀ When you leave Japan, return your alien registration card to an immigration officer at the airport upon leaving, unless you have received prior permission to re-enter Japan.
- ☀ When you move within Japan:
 - ☀ An application to change your address must be made within 14 days.
 - ☀ Changes in information other than your address (i.e., changes in name, nationality, occupation, residential status, residential period, work place) must be declared to your local government office within 14 days from the change.
- ☀ You need to provide your alien registration card and documents proving the changes at municipal office closest to your new place of residence.

Do Unto Others...

Think back to when you arrived for the first time in Japan. Was anything scary or surprisingly new to you? Did you have trouble fitting in? Did you need a bit of help? Well, your successor will probably be in a similar boat as you were when you first arrived. So please do them the courtesy of getting in touch with them before finishing your contract. Maps and pamphlets of where you live, teaching resources, advice on *omiyage* giving, etc. will be very much appreciated! Also, as the good old Japanese saying goes, "always leave the nest untouched," like you never really lived in it. In other words, clean your apartment and pay those last bills before you leave!!!

Mailing Service

- *****
- ☀ When you change your address in Japan, please submit a "Change of Address Notification" (*Tenkyo-Todoke*) to the post office. Mail addressed to your previous address will be forwarded to the new address for a period of one year. This service however, is only available when you move within Japan.
 - ☀ If you move back to your home country, mail addressed to you will be returned to the sender, unless you can forward it to a friend's place and have him/her send it to you.
- *****

SHIPPING STUFF BACK HOME

Useful Websites

- ✓ **Post Office:** (domestic & international)
www.post.japanpost.jp/english/index.html
- ✓ **Gaijin Pot:** Offers useful links to most shipping companies, apartments and jobs.
www.gaijinpot.com/shipping.php/
- ✓ **Economove Japan:** offers 5% discount service to JETs. (international)
www.jetsetjapan.com/dealzone-economove.shtml
- ✓ **Other shipping & moving sites:**
 - Japan Express:** (international)
www.japanexpress.co.jp/e/moving/index.html
 - Japan Luggage Express:** (international)
www.jluggage.com/
 - Nippon Express:** (international)
www.nipponexpress.com
 - Nittsu:** (international)
www2.nittsu.co.jp/rem/nhp/html/english/index.html
 - Kuroneko Yamato:** (domestic)
www.kuronekoyamato.co.jp
 - Sagawa Express:** (domestic)
www.sagawa-exp.co.jp/english/main.html

When Sending Things Home

- You may need:** bubble wrap/newspaper, very strong tape, scissors, permanent marker, strong boxes, etc. (For boxes: try supermarkets, home centres or buy them at the Post Office, *Yūpakku* boxes are very good!)
- You cannot send:** firearms, ammunition, explosives, fireworks, fresh food, drugs, soil or plants, obscene materials, or goods for resale.
- You should:** label your boxes and keep lists of what is in each (numbered) box. Have an estimate of the boxes' value and insure things that you are concerned about. Include prescriptions for any medicines you send. Keep non duty-free goods on a separate list. List serial numbers of goods that have them.
- Post Office:** Depending on the country, you can send boxes of 20 or 30 kg. If you send more than 10 parcels, you can receive a discount up to 20%! Also, the Post Office provides free service to pick up the parcels at your door.
- Shipping Companies:** do not charge by weight, but by volume (minimum is one cubic meter) so only consider using them if you have more than 100kg to send.

More Good Info

If you live in a neighbourhood that has an International Centre or a university accepting international students, please contact them before you leave. They are sometimes happy to take your bike to recycle them for tourists or students, or they may be able to provide you with appropriate information about where to bring your used furniture, books, etc. Garage sales are another good way to dispose of your old things. Invite JETs or Japanese friends to your house and let them pick up whatever you would like to dispose of. Or, you could contact your successor and sell (or just give) him/her stuff you do not want to take home. If your successor is going to take over your apartment, your old furniture will surely be appreciated. (※ Your successor has no obligation to buy your things!)

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SENDING SUITCASES TO INTERNATIONAL AIRPORTS IN JAPAN

When returning to your home country, you may want to travel without heavy luggage. Convenient suitcase delivery services are offered by several companies.

After sending your suitcases to the airport, you can pick them up at the designated counter of the shipping company you are using. The counters are located on the departure and/or arrival floors of the airport terminals.

☀ If you plan to depart from Narita Airport, please check out:

www.narita-airport.jp/en/guide/service/index.html

※ Please double-check which terminal you are departing from! There are 2 terminals at Narita Airport and you should let your shipping company know which terminal you will be using.

☀ If you plan to depart from Kansai Airport, please check out:

www.kansai-airport.or.jp/en/service/baggage/index.html

Delivery companies are:

- × Kuroneko Yamato (TEL: 0476-32-4755)
 - × Nittsu Fukuyama (TEL: 0120-9191-20 or 03-3545-2800)
 - × KTC/Sagawa/Seibu (TEL: 0476-35-2855)
 - × Sagawa Express (TEL: 0120-007-952)
 - × PASCO offers door-to-door service (TEL: 0120-415-002, or www.pasco-bag.co.jp). Reservation is necessary.
- ☀ Allow enough time to have your suitcases picked up and delivered to the airport on time, because depending on where you live your baggage may not be transported in one day. Consult them in advance.

CAREER COUNSELLING / RE-ENTRY ADVICE

Tuesday, February 27, 09:00~13:00 (Room 314):

- ☀ Ms. Yeji JEUNG (Taylor Nelson Sofres Infoplan)
- ☀ Ms. Shannon QUINN (Temple University)

Tuesday, February 27, 14:00~18:00 (Room 314):

- ☀ Ms. Kerry CLARK and Mr. Chris KOBAYASHI (Wallstreet Associates)
- ☀ Mr. Vincent RICCI (The Princeton Review of Japan)

Important Things Not To Forget

☀ If you have plans to travel around Japan after finishing your contract, you should change the status on your visa from your current JET status ("Instructor" for ALTs, "Specialist in Humanities/International Services" for CIRs, and "Skilled Labour" for SEAs) to a tourist status. If you stayed 3 years and your visa is going to expire, you will need to obtain a tourist visa to travel within Japan. For more details, please contact your local immigration office.

☀ The period of coverage of the JET Programme Accident Insurance is until 12:00pm on August 31, 2007, or until the day you return home, whichever comes first.

JET Alumni Association (JETAA)

Find out more details about JETAA at:
www.jetalumni.org

Remember

CLAIR will send out post-JET contact information forms in June and can pass your details onto your JETAA chapter if you choose. However, if you would like to get in contact with JETAA before this time, please refer to the information provided by the JETAA chapters at the Information Fair and also, in the After JET Guide.

Jetset Japan

Jetset Japan is a comprehensive lifestyle and community website, serving the needs of the participants of the Japan Exchange and Teaching (JET) Programme. Through a mixture of living information, exclusive deals and discounts, and community tools, Jetset Japan connects, informs and brings exclusive value to the more than 5000 JET Programme participants.

Visit: www.jetsetjapan.com

To obtain more copies of materials provided at the fair or for any other inquiries regarding the Information Fair, please contact Mieke PAUWELS or Chris HIRAI, Programme Coordinators at CLAIR.

E-mail: m-pauwels@clair.or.jp, c-hirai@clair.or.jp

TEL: 03-3591-5487

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THE FOLLOWING MIGHT HELP...

Job Information

- AFS Intercultural Programs:**
www.afs.org/AFSI/
- Bilingual Jobs:**
www.bilingual-jobs.com/default_new.htm
- Career Click:**
www.careeclick.com
- Community College Jobs On-line:**
www.ccjobsonline.com
- ESL Job Finder (Asia):**
www.esljobfinder.com
- Foreign Language Teaching Forum:**
www.cortland.edu/flteach
- Global Health Jobs:**
globalhealthjobs.com
- International Volunteer Program Association:**
www.volunteerinternational.org
- JETAA Job:**
jetaajob-subscribe@yahoogroups.com
groups.yahoo.com/group/jetaajob
- JETAA Job Guide:**
www.jetalumni.org (link: JET Job Bank)
- London Times Higher Ed Jobs:**
www.thesjobs.co.uk
- Peace Corps:**
www.peacecorps.gov
- TESOL International:**
www.tesol.org/s_tesol/index.asp

The After JET Guide

You should have received an After JET Guide during registration. However, extra copies are available at the CLAIR desk inside the Information Fair. Please help yourself.

The After JET Guide was recently updated and it contains lots of information about preparations for going home, such as shipping information and information about pension and tax refunds, reverse culture shock and re-entry, post-JET employment, further education, JETAA chapters contact information, etc.



Just Fun!

Do you know what this guy is saying? Stop by and enter the caption contest at the CLAIR Information Fair!!!

Notice!

The 2007 Conference for Returning JETs is hosted by CLAIR, the Ministry of Internal Affairs and Communications and the Ministry of Foreign Affairs. In this regard, active recruitment and sales activities are NOT allowed during the conference.

Please look around the Information Fair Lounge to find resource sheets by country. You can find Japan-related organisations, JETAA chapter summaries, lists of job search engines, and so on. Help yourself! And feel free to take back extra copies for your JET friends who could not make it to Yokohama!

Departure Check List

- Pay your bills.** Electricity, gas, water, TV, landline, mobile phone, Internet connection, rent, etc.
- Cancel your mobile phone.** If your successor is not interested in taking over your internet connection, landline or TV connection, cancel those as well.
- Transfer or close your bank accounts.**
- Prepare sufficient budget** for your move home.
- Check your schedule** for your last month, as many farewell parties will await you.

Council Of Local Authorities For International Relations (CLAIR)

JET Programme Management Department

19F Shin-Kasumigaseki Building, 3-3-2 Kasumigaseki, Chiyoda-ku, Tokyo 100-0013

TEL: 03-3591-5489 FAX: 03-3591-5350

E-mail: jet@clair.or.jp Website: www.jetprogramme.org/index.html

Check out the JET Programme Website for lots of useful information!

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USEFUL WEBSITES

JET Related Sites

JET Programme	www.jetprogramme.org
JET Alumni Association (JETAA)	www.jetalumni.org

Japan Related Sites

Embassy of Japan in Participating Countries	
Australia	www.japan.org.au
Canada	www.ca.emb-japan.go.jp
Finland	www.fi.emb-japan.go.jp
France	www.fr.emb-japan.go.jp
Germany	www.de.emb-japan.go.jp
Ireland	www.ie.emb-japan.go.jp
Italy	www.it.emb-japan.go.jp
Jamaica	www.jamaica.emb-japan.go.jp
Luxembourg	www.lu.emb-japan.go.jp
New Zealand	www.nz.emb-japan.go.jp
Singapore	www.sg.emb-japan.go.jp
South Africa	www.japan.org.za
The Netherlands	www.nl.emb-japan.go.jp
Trinidad and Tobago	www.tt.emb-japan.go.jp
United Kingdom	www.uk.emb-japan.go.jp
United States of America	www.us.emb-japan.go.jp
JETRO Offices	
JETRO Australia	www.jetro.go.jp/australia
JETRO Canada (Vancouver, Toronto)	www.jetro.go.jp/canada
JETRO Finland	www.jetro.go.jp/finland
JETRO France (Paris, Lyon)	www.jetro.go.jp/france
JETRO Germany	www.jetro.de
JETRO Ireland	www.jetro.go.jp/biz/world/europe/ie
JETRO Italy	www.jetro.go.jp/italy
JETRO New Zealand	www.jetro.go.jp/newzealand
JETRO Singapore	www.jetro.go.jp/singapore
JETRO The Netherlands	www.jetro.go.jp/netherlands
JETRO UK	www.jetro.go.jp/uk
JETRO USA	www.jetro.org
Travel	
Japan Guide	www.japan-guide.com
Japan National Tourist Organization (JNTO)	www.jnto.go.jp
Visiting Japan Links	www.mofa.go.jp/link/visit.html
Yokoso Japan!	www.japantravelinfo.com
General/Culture	
Japan Foundation	www.jpf.go.jp
Education	
Association of International Education, Japan (AIEJ)	www.in32.com/AIEJ/index_j.html