

Japanese Teachers' Association of NSW



(JTAN)
ABN 94 045 344 808
PO Box 419 Belrose 2085
<http://www.jtan.org.au>

20th January 2010

Hello Everyone,

Welcome back to the start of the 2010 school year. We hope you had a very Merry Christmas and a restful, enjoyable break in the New Year.

This year we hope to build on last year's effort and try and provide some more useful workshops, resources and exams and to foster more participation by members on the Website and at workshops. If you have any suggestions for workshops please let us know and remember to keep up-to-date by reading the newsletters.

The newsletters in 2010 will also give you more details about the Year 10 Day, and the Speaking Practice Days for both Year 12 Beginners and Continuers students. The information and Application Form for our first workshop is on pages 8 & 9. The AGM and accompanying workshop details are yet to be finalized so they will follow later in the year.

Included in this envelope are the:

1. 2010 JTAN Membership Rules, Application Form & Invoice pp3-4
2. 2010 JTAN Exam Kits Order Form and Invoice pp.6-7
3. Details for 2010 Workshops where available
4. First 2010 Workshop Information and Application Form pp8-9

Please read through and fill out all of the information carefully. If you have queries, please do not hesitate to contact Aaron at JTAN via our email address enquire@jtan.org.au or me at esugimoto@optusnet.com.au

We thank you for all your support in 2009. We look forward to a fulfilling and successful year in 2010.

Yours sincerely,

Liz Sugimoto

Secretary JTAN

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2010 JTAN Membership

Thank you for your interest in the Japanese Teachers' Association of NSW. Before you apply for membership and pay the fee, please read the membership rules below.

JTAN membership rules

(Payment of membership fees constitutes agreement to these rules)

- Membership is open to any individual who is interested in the teaching of Japanese in Primary or Secondary schools, Universities and TAFE. Membership is not transferable to another person. **Student Teachers will have free affiliate membership for 2010 (free membership, pay for Workshops)**
- Annual membership starts from 1 February 2010 and ends 31 January 2011. In general, annual membership fees are to be paid by 15 February 2010. There is no discount on membership fees.
- The membership fee is not refundable once banked.
- Members will receive information and resources, mainly through electronic mail. However, you are not permitted to share your PIN and password or any resources with people who do not pay membership fees to JTAN (this includes students).
- All members will occasionally be asked to contribute their time and/or share their knowledge and experience with other members. On such an occasion, JTAN requests that you contribute as much as you are able.
- Some information may not be sent to members who do not provide an email address.
- JTAN Mailing List facilities used by the JTAN Committee will disclose your name, email address, school/institution name and current courses taught.
- JTAN exams are copyright and are only to be used / amended by JTAN members within purchasing institutions in the course of their teaching at those institutions. JTAN Exams are not to be used by JTAN members within non-purchasing institutions and are not to be passed onto non-members for their use. Failure to adhere to these conditions of purchase will result in legal action by JTAN.
- JTAN Exam embargoes are to be strictly adhered to. Failure to do so will result in cancellation of membership. Please note: **CUT-OFF DATES FOR EXAM ORDERS IN 2010 ARE EARLIER THIS YEAR.**
- If you have read and agreed with all of above conditions, please: Fill in the application form on the next page (preferably email to esugimoto@optusnet.com.au) then send your cheque by post to JTAN, P.O. Box 419 Belrose 2085 (or arrange for an EFT or money transfer from your bank account to the JTAN bank account).

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2010 Membership Application Form

Your Name:	Mr Ms Mrs	Surname	First name (in FULL)	
Institution Name and Address:	<i>Institution Name:</i> _____			<i>Post code</i> _____
	<i>Address:</i> _____ _____			
Email Address:	<i>Work or Home (please fill in one address clearly)</i>			
Phone No.:	<i>Home:</i> _____			
	<i>Work:</i> _____			
	<i>Mobile Phone:</i> _____			
Membership Fees:	<i>Method of payment</i>			<i>Date of payment</i>
	Cheque No.			Date posted:
	EFT Y/N <i>*Reference :Your name</i>			Date transferred:
	Bank Transfer* Y/N <i>* Please remember to write your name in the Description Box of the bank transfer form.</i>			Date transferred:
Year levels & Japanese courses taught by you in 2010:	<i>Please circle the courses you are teaching in 2010</i>			
	Primary	Stage 4	Stage 5	Beginners
	Continuers	Extension	Background	University
Textbooks used for the courses	1. _____ 2. _____ 3. _____ 4. _____			
Remarks <i>(comments, requests, concerns etc.)</i>				

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INVOICE

20th January 2010

Goods and Services	Amount
2010 Membership Fees for Japanese Teachers' Association of NSW	65.00 excluding GST
Total	65.00

METHODS OF PAYMENT

Post Membership Form and...

1) Cheque / Money Order

Please make your cheque /money order payable to:

Japanese Teachers' Association of NSW and post with your Membership Form to:

Japanese Teachers' Association of NSW
PO Box 419 Belrose NSW 2085

OR

2) Electronic Funds Transfer to

Bank: Westpac Banking Corporation
Branch : 23-25 Broughton Street, Milson's Point
BSB: 032-195
Account No.: 17-4882
Account name: Japanese Teachers' Association of NSW
Reference Your name

OR

3) Bank Transfer

Please write your member name and transfer the membership fee to:

Bank: Westpac Banking Corporation
Branch : 23-25 Broughton Street, Milson's Point
BSB: 032-195
Account No.: 17-4882
Account name: Japanese Teachers' Association of NSW

**Please note that Japanese Teachers' Association of NSW is NOT registered for GST.
Our ABN is: 94 045 344 808.**

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Proposed Events Calendar for 2010

Sat 13 th March 2010	<u>Beginners & Continuers Courses Teacher Workshop</u>	<u>\$50</u>
	<ul style="list-style-type: none">• Writing Questions	
Information & Application Form on pages 8 & 9		
Sat 12 th June 2010 North Sydney Boys High School	<u>Year 12 Continuers Day for Students</u>	<u>\$20</u>
	<ul style="list-style-type: none">• Speaking Practice• AM or PM session for students	
Wed 22 nd July 2010 Sydney University	<u>Year 10 Day for Students</u>	<u>\$15</u>
	<ul style="list-style-type: none">• Various activities across all skill areas	
Sat 24 th July 2010 MLC Burwood	<u>Year 12 Beginners Day for Students</u>	<u>\$20</u>
	<ul style="list-style-type: none">• Speaking Practice• AM or PM session for students	
(date tba) (venue and workshop focus to be confirmed)	<u>AGM Workshop</u>	<u>\$80</u>

Regional Workshops ...If members can gather support from local JTAN teachers and schools we will try and provide workshops.
Please contact JTAN at enquire@jtan.org.au

Application Forms for all workshops will be included in newsletters and will be posted on the JTAN website

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2010 JTAN Exam & Resource Kits (SOLD ONLY TO JTAN MEMBERS)

JTAN will publish the following kits in 2010. Each exam kit (Written Paper and Listening) will be on a CD. The audio section can be played both on a computer and on a CD player.

- Beginners - Year 11 Preliminary Yearly Examination Paper
- Beginners - Year 12 Trial HSC Examination Paper
- Continuers - Year 11 Preliminary Yearly Examination Paper
- Continuers - Year 12 Trial HSC Examination Paper
- Extension - Year 12 Trial HSC Examination Paper (No Listening)

Please note that we require a signed declaration from the Head of Languages Department at your school acknowledging the embargo dates: TO ACCOMPANY YOUR ORDER.

JTAN has COPYRIGHT on all JTAN Exams and they are only to be used / amended by JTAN members in the course of their teaching. JTAN Exams are not to be used by other organizations or non-members. Failure to adhere to this will result in legal action by JTAN.

Pages 6-7 are the application form and the invoice. Please fill in the order form clearly and post it with your school cheque to JTAN at the above address.

The closing date for orders is:

- **30th April 2010** for both Trial HSC Exams and Year 11 Preliminary Exams

All orders will be delivered by **18th June 2010**

- BUT Trial HSC Examination papers are embargoed until 31st of August 2010.
- Preliminary Yearly Examination papers are embargoed until 17th September 2010.
- Please note that we will not send any exam kits prior to payment being received.
- The teacher who orders the exams is responsible for advising the JTAN Secretary if the ordered CDs do not arrive by 21st June. Please note that JTAN will not dispatch CDs during the school holidays.

If you require exams from previous years please contact Liz Sugimoto at the email address below for prices and availability.

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JTAN Examination & Resource Kits - 2010 Order Form and Invoice

Teacher's Name:

School:

Email Address:

School Address

Post code: Phone: Fax:

DECLARATION

I,.....(name)....., being the Head of Department for Languages at.....(school)..... understand that a condition of purchase of the JTAN Exam kits listed below requires acceptance of the embargo dates as stated on this order form. A further condition of purchase is that JTAN retains the COPYRIGHT on all JTAN Exams and they are only to be used / amended by JTAN members within purchasing institutions in the course of their teaching at those institutions. JTAN Exams are not to be used by JTAN members within non-purchasing institutions and are not to be passed onto non-members for their use. Failure to adhere to these conditions of purchase will result in legal action by JTAN.

I understand and support all of the above.

Signed.....

Please tick the box/boxes on the left to indicate your order and write the amounts due in the column on the right.

<input type="checkbox"/>	2010 Japanese Examination kits published by JTAN.	Unit Cost	Total
<input checked="" type="checkbox"/>	Beginners Preliminary Yearly Examination Paper on CD	\$95.00	
<input type="checkbox"/>	Beginners HSC Trial Paper on CD	\$95.00	
<input type="checkbox"/>	Continuers Preliminary Yearly Examination Paper on CD	\$95.00	
<input type="checkbox"/>	Continuers Trial HSC Paper on CD	\$95.00	
<input type="checkbox"/>	Extension Trial HSC Paper	\$60.00	
	TOTAL		

Please make your school cheque payable to Japanese Teachers' Association of NSW. EFT by the school is also acceptable.

Bank: Westpac Banking Corporation Milson's Point Branch, BSB:032-195

Account No.:17-4882, Account Name: Japanese Teachers' Association of NSW.

EFT Reference:School Name. **Our ABN is 94 045 344 808.**

Please note that the Japanese Teachers' Association of NSW is NOT registered for GST.

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2010 JTAN TEACHER WORKSHOP

BEGINNERS COURSE & CONTINUERS COURSE

Writing tasks in the HSC Japanese Beginners & Continuers Courses

Continuers Course: Emphasis on the 100-150ji writing task

Beginners Course: Emphasis on the 250ji Writing tasks

AVAILABLE ONLY TO JTAN MEMBERS

Date: Saturday 13th March 2010

Location: Japan Foundation Sydney

Registration: 1.00 for 1.30pm start – 4.30pm

Cost: \$50 per JTAN Member

**CLOSING DAY FOR REGISTRATION & PAYMENT IS
MONDAY 1st March 2010**

**Please register your intention to participate by printing and MAILING the
Application Form AND your cheque to**

**JTAN
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or by completing your EFT by the due date.

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JTAN TEACHER WORKSHOP 13th MARCH 2010 BEGINNERS & CONTINUERS COURSES APPLICATION FORM & INVOICE

Member Name:

School Name:

School Address:

Postcode:

Member's Mobile Number:

Session 1	Session 2	Cost
BEGINNERS	BEGINNERS	\$50.00
CONTINUERS	CONTINUERS	

*Please circle one course for each session

**CLOSING DAY FOR REGISTRATION / PAYMENT IS MONDAY
1st March 2010**

PLEASE FILL IN A SEPARATE APPLICATION FORM FOR EACH JTAN MEMBER

METHODS OF PAYMENT

- Cheque payment** Please make your cheque payable and post together with this form to :
Japanese Teachers' Association of NSW
JTAN PO Box 419 Belrose 2085
- EFT** Bank: Westpac Banking Corporation Milson's Point
Branch: Milson's Point
BSB:032-195
Account No:17-4882
Account Name: Japanese Teachers' Association of NSW.
Reference: Your name
- Bank Transfer** Details as above
If you wish to Transfer through the bank, please write YOUR NAME on the Bank form (otherwise we will not know who has sent the payment)

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