

# Summer School 2021

Monday, June 28th to Friday, July 16th, 2021

**Registration Fee (Amount including tax: 22,000 yen) will be 50% discount for applications before May 26th!**

*\* If you apply 3 programs or more, a 5% discount will apply to the total tuition.*

**LOCATION: 1-5-20 Kamata, Setagaya-ku**

## Daily Schedule

Early Morning Programs		Time	Fee (tax included)
Fitness & Wellbeing		9:00-10:50 (110min)	77,000 yen
Painting		9:00-10:50 (110min)	77,000 yen
Mindset and Personal Growth (incoming grades 4 - 8)		9:00-10:50 (110min)	77,000 yen
Creative Coding with Tokyo Coding Club		9:00 - 10:50 (110 min)	154,000 yen
Academic Programs			
<b>Preparation Program</b> Writing Skills Reading Skills Math Skills  <i>Academic classes will be divided based on student levels/grades.</i>	11:00-11:50 (50min)		165,000 yen
	11:50-12:30 (Lunch Break)		
	12:30-13:20 (50min)		
	13:25-14:15 (50min)		
Afternoon Programs			
Study and Learning Skills (grades 9 - 12)		14:20-15:20 (60min)	55,000 yen
Exam Prep for SAT		14:20-15:20 (60min)	55,000 yen
Occupational Therapy		14:20-15:20 (60min)	55,000 yen

Customized Courses	Term & Time	Fee / hour (tax included)
Private Session	Coordinated as needed	6,600 yen/ hour
Group Session	Coordinated as needed	3,850 yen /hour
UNHS Course	Coordinated as needed	154,000 yen (Group) + Materials Fee of approximately 30,000 yen
1-on-1 Custom Coding Project	Coordinated as needed	16,500 yen/ 110 minute session

## Descriptions of Programs

<b>Early Morning Complementary Programs</b>	
<b>Fitness &amp; Wellbeing</b>	Summer Physical Education is an opportunity to gain fitness and health in a relaxed, positive training environment. Participants will do a 110-minute daily class of fitness to help get into shape and feel great!
Minimum number of students: 4	
<b>Painting</b>	Students will use watercolor paints to practice shading, line control and composition. Fun projects will allow students to explore color mixing and shape comparison, all within the theme of nature.
Minimum number of students: 1	
<b>Mindset and Personal Growth</b>	This course has a different focus each week. Week 1: establishing a growth mindset; week 2: establishing study and learning skills for success; week 3: establishing self-monitoring skills for personal growth. In this course, students will work on developing essential skills that will help them with their success at school (academically, socially and emotionally). Resources and activities will be provided to students to help them with their development of these skills and their personal growth.
Minimum number of students: 3	
<b>Creative Coding by Tokyo Coding Club</b>	Content of this course is based on interest, including: Category 1: Coding & Programming (Game Development/ Basic Programming) Category 2: Robotics (Arduino, Sphero Bolt & RVR, Robotics with 3D Printing) Category 3: Designs & Animation (3d Animation, Character Designing) Category 4: Videos (Create your own video) Category 5: Advanced Tech
Minimum number of students: 1	
<b>Academic Programs</b>	
Minimum number of students: 3	
1	<b>Reading</b>
A versatile program that meets learners' needs, our reading sessions will help prepare students for the reading load of their next academic year. Targeted skills include comprehension and critical thinking skills such as summarization and inference, presented in a reading circle style.	
2	<b>Writing</b>
Various forms of writing structures are taught and practiced in this writing course. From mechanics of writing to polishing the writer's voice, this course is for all grade levels.	
3	<b>Math Skills</b>
This course focuses on reviewing the previous academic year skills and previewing the next year's topics. An individual approach focuses on the gaps a student experiences in math.	
<b>Late Afternoon Complementary Programs</b>	
<b>Study and Learning Skills</b>	First week: Organizational Skills Second Week: Planning and Time Management Third Week: Goal-Directed Persistence
In this course, students will work on developing essential skills that will help them with their success at school in the upcoming academic year and the years to follow. Resources and activities will be provided to students to help them with their development of these skills. The course is recommended for any student, especially those who would like to improve their organizational skills and approaches towards learning.	
Minimum number of students: 3	
<b>Exam Prep for SAT</b>	Students will practice the SAT exam skills in both math and language categories. Students will be supported on an individual basis as required.
Minimum number of students: 3	
<b>Occupational Therapy</b>	Improve strength, power, eye-body coordination and flexibility as well as getting a sense of and control of one's own body in a group class. An additional emphasis will be on handwriting and fine motor skills. The class will be a mix of games, partner activities and exercises.
Minimum number of students: 3	

# TIPS Summer School Information and Policy

## Payment/Cancellation Policy

### **Payment Policy**

Payment for instruction, fees, services, and material cost are required by bank transfer and paid in full by the deadline indicated on the registration confirmation email.

### **Cancellation Policy -Program Withdrawal and Refund-**

Refund will only be provided if the student withdraws before the first day of the session. The percentage of the refund follows the list below.

3 weeks prior to the 1st day of class	100% Refund (Registration fee will be charged.)
2 weeks prior to the 1st day of class	50% Refund (Registration fee will be charged.)
1 weeks prior to the 1st day of class	25% Refund (Registration fee will be charged.)
Less than 1 weeks prior to the 1st day of class	0% Refund (Registration fee will be charged.)

## TIPS School Policy

### **Attendance information**

Attendance and punctuality are critical for successful completion of any course taken in the TIPS Summer School. Attendance is taken by minutes missed. If a student misses more than 10% of the class minutes for any reason, no grade report or certificate will be issued. However, we consider the case of exceptional circumstances such as illness or family emergencies. (You may be requested to submit proof of your reason for absence.) Please notify the school as soon as possible for any absence.

### **Class Make-Up**

We do not provide make-up classes for students of group classes. However, we can try to arrange a private make-up class, if requested, at an additional cost. For private classes, we will make an effort to arrange make-up classes without charge for unavoidable exceptional circumstances. Please notify us at least 24 hours prior to the class if you would like to request a make-up. Because of the tight schedule of summer school, there are no guarantees for make-up classes.

### **Sign-in and Sign-out**

Students are required to sign-in and sign-out at the entrance counter.

### **First Day of Class & Enrollment Receipt**

Classroom locations will be posted at the school entrance. Students should arrive 15 minutes early on the first day only to allow time to find the classrooms.

### **Lunch**

During the lunch break, students who have finished grades 8 - 11 are allowed to go out to get lunch at convenience stores or shops near TIPS. The sign-out and sign-in procedure is required. Students are allowed to eat outside as long as they are on time for the next class.

Younger students will be supervised in our lunchroom and must bring their lunch with them. In the school building, the lunch area will be the student common room.

### **School Rules**

All students are expected to adhere to the TIPS Policy and Procedures.

# TIPS Summer School 2021 Application Form

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## Student Information:

Name (first, last)	Passport Country
Age/Date of Birth (MM/DD/YY )	
Current Grade	
Current School	
Home Address	

## Family Information:

Parent/Guardian Name	
Passport Country	Occupation
Name of Company	
Home Telephone	Home Fax
Email Address	
Mobile Phone number	

## How to Apply:

Please choose the course(s) you wish to apply for our summer school options. Please send the completed application form to TIPS via FAX or email. You will receive an email to confirm your registration from us within a few business days.

◆ Registration Fee: 22,000 yen (tax included) will be charged per student who is registered for TIPS Summer School. Those who register before May 26th<sup>1</sup> will receive a 50% discount.

◆ There are no deadlines for applications. We accept applications as long as there is space in the desired class or an available teacher.

<b>Application Submitted (Month/Date)</b>	(   /   )
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**Please fill out the courses you wish to apply from the course option sheet.**

**Registration Fee: 22,000 yen (11,000 yen for application before May 26.)** (tax included )

- *A materials fee of approximately 30,000 yen may be charged for each UNHS credit course in addition to tuition.*

<b>Early Morning Programs:</b>	
<b>Academic Programs:</b>	
<b>Late Afternoon Programs:</b>	
<b>Other:</b>	

If you are not sure of the course, please let us help you find the course most suitable for your child.

*\* If you apply for 3 or more programs, a 5% discount will apply to the total tuition.*

*\*A summer program assessment will be issued upon completion of programs.*

# TIPS Summer School 2021 Application Form

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## Billing Information

Student Name(s):

Parent/Guardian Name(s):

Responsible for educational expenses (check one):

Father's company

Mother's company

Parent(s) or Guardian

Name of Company or Person:

Billing Address:

### <For Company payers>

Contact Person:
Title:
Tel: <span style="margin-left: 150px;">Fax:</span>
Email:
Type of Business:
Main Bank Name:
Branch Name:

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Less than 1 weeks prior to the 1 <sup>st</sup> day of class	0% Refund (Registration fee will be charged.)

Thank you very much for your time in completing the application form.

Application to be sent to:

Email: tips@tokyoips.com

FAX: 03-6894-0056

**Information completed by**

**Date**

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