

Risk Assessment in International Exchanges **(both in receiving foreign students/scholars and dispatching students/scholars)**

Masaaki Uneno

Program Coordinator for International Education of the International Center
Program Coordinator of the Center for Japanese Language, Doshisha University
Karasuma Imadegawa-dori, kamigyō-ku, Kyoto 602-8580, Japan
muneno@mail.doshisha.ac.jp

ABSTRACT

Dispatching Doshisha students

Risk assessment before dispatching Doshisha students

- Collecting information on the area around the destination
 - Safety Information for Japanese nationals traveling or living abroad by the Ministry of Foreign Affairs
 - Partner universities and research institutions at the destination
 - Japanese Embassies and Consulates at the destination
 - Collecting information from students who have been dispatched to the destination for study, travel agencies and insurance companies, and through the networks of Doshisha Alumni Association.
- Support for an individual student to collect information
 - General orientation and orientation by language at destination - to provide through instruction in preparedness for culture, society, politics, economy and nature, etc at the destination
 - Briefing session by students returning from overseas study - to collect information from students who have been dispatched to the destination
 - Informal gathering for foreign and Japanese students - to collect detailed information on the local area around the destination
- Keeping track of an individual student's condition
 - Medical checkup
 - Language ability (obligation of taking language test such as TOEFL)
 - Advice from an individual student's academic supervisor

Risk assessment for Doshisha students at the destination

- Collecting information on the area around the destination
 - Same as above
- Keeping track of an individual student's condition
 - Student's present whereabouts and security of its area
 - Cooperation and information exchanges with the designated office of partner universities and research institutions
 - Mandatory periodic report from students - two weeks, three months and six months after arriving at the destination, and just before returning to Japan
 - Contact with students via e-mail and telephone - As for students at the destination of potential safety hazard, we get in touch with them at random times

The guidelines for dispatching Doshisha students are set based on the Travel Advice and Warning by the Ministry of Foreign Affairs along with the above-mentioned risk assessment

Travel Advice and Warning by the Ministry of Foreign Affairs

1. Travel caution
2. Recommendation to consider whether or not to travel
3. Recommendation to defer all travel
4. Evacuation advice for all residents

The guidelines for dispatching Doshisha students

- Within two months before dispatching Doshisha students
 - If “Recommendation to consider whether or not to travel” or higher warning is announced on the area around the destination, Doshisha University suspends the dispatch of the student despite his/her disposition.
 - If “Travel caution” is announced on the area around the destination, the International Center confirms the student's disposition based on objective information of the destination collected from various sources such as Safety Information webpage for Japanese nationals traveling or living abroad by the Ministry of Foreign Affairs, and the Japanese Embassies and Consulates at the destination, etc. As a result of that, if the student's notion of studying at the destination has been confirmed, the International Center examines the possibility of dispatching the student, collaborating with his/her parents, the Faculty or Graduate School that he/she belongs to, and then reports the final result to the President. The President makes the final decision in consideration of the circumstance.
- After dispatching Doshisha students to the destination

- If “Recommendation to defer all travel” or higher warning is announced on the area around the destination, Doshisha University responds to the situation based on the premise of returning to Japan, paying close attention to responses of the Japanese Government.
- If “Recommendation to consider whether or not to travel” is announced on the area around the destination, the International Center responds with the possibility of the student’s return to Japan in mind, collecting information of the destination from various sources such as the student himself/herself, Safety Information webpage for Japanese nationals traveling or living abroad by the Ministry of Foreign Affairs, and the Japanese Embassies and Consulates at the destination, and the partner universities and institutions, in the collaboration with the student’s parents, the Faculty or Graduate School that he/she belongs to. However, these measures should be taken on a case-by-case basis. The reason being that they are not applicable to all situations, for instance, moving needlessly may put the student in danger.
- If “Travel caution” is announced, the International Center responds and confirms the student’s and his/her parents’ disposition, collecting information of the destination from various sources such as the student himself/herself, Safety Information webpage for Japanese nationals traveling or living abroad by the Ministry of Foreign Affairs, and the Japanese Embassies and Consulates at the destination, and the partner universities and institutions in the collaboration with the Faculty or the Graduate School that he/she belongs to.

Receiving foreign students

Risk assessment before receiving foreign students

- Assessing student’s adaptability based on his/her specialized field of study, language ability, method of funding, result of admission examination at the Executive Committee of Faculty, etc.

Risk assessment for foreign students during their study at Doshisha

- Keeping track of an individual student’s condition
 - Undergraduate and graduate students - Supervising professor will be assigned on a one-on-one basis
 - Students of the Center for Japanese Language - Students are required to come to the office of the Center for Japanese Language every day in confirmation of attendance.
 - Medical checkup
 - Japanese placement test/Interview - to understand Japanese proficiency level of students
- Finding an adviser for foreign students
 - Faculty and administrative staff volunteer - to serve in loco parentis in Japan and give appropriate advice
 - Student volunteer - to provide various supports of daily life as an adviser as well as a friend