JAPANESE SCHOOL FACULTY
ARRIVAL PROCEDURES and SCHEDULE

All faculty and staff dine in Proctor until the start of the standard schedule for their schools. Dining times in Proctor during the early arrival period are 7:00-9:00 a.m. for breakfast, 12:00-1:00 p.m. for lunch, and 5:30-6:30 p.m. for dinner. Beginning with dinner on June 19th all faculty, staff and students will eat in their school’s assigned dining halls in accordance with the standard schedule.

Thursday, June 18

9:00 am – 12:00 pm, Faculty Meeting, Hepburn Lounge
1:30 pm – 4:30 pm, Faculty Offices, Tech Support

Friday, June 19

9:00 am – 10:00 am, Human Resources Processing I-9 & tax forms, VISA, (Please bring your documents & Passport). Carr Hall

Friday, June 19

11:00 am – 8:00 pm, Students Arrive
6:00 – 7:00 pm, Dinner, Atwater Dining Hall & Start of the standard dining schedule.
7:00 pm, Film, Axinn 219

Saturday, June 20

6:30-9:00 am, Breakfast, Proctor Dining Hall
8:00 am, Placement Test, MBH (Bicentennial Hall) 216
(Unless directed otherwise, faculty are asked to help correct placement exams on Saturday. Interview classroom MBH 219. Exam correction will take place in MBH 220.)
9:00 am – 11:00 am, Level I Computer Lab, MBH 116/117.
12:00 – 1:00 pm, Lunch, Atwater Dining Hall
6:00 pm – 7:00 pm, Dinner, Atwater Dining Hall
7:30 pm – 9:00 pm, Japanese School Opening and Student Orientation, MBH 216.
9:00 pm, Japanese School Reception, Crossroads Cafe
Sunday, June 21

8:00 am – 1:00 pm, Brunch, Proctor Dining Hall
9:00 am - Students sign Language Pledge with Director
Time to be announced, Anti-Harassment Training, Mead Chapel
6:00 – 7:00 pm, Dinner, Atwater Dining Hall
Time to be announced, Convocation, Mead Chapel

MEAL SCHEDULE FOR SUMMER, 2015

Weekday Breakfast 6/22 – 8/14
6:30 am – 9:00 am, Proctor Dining Hall

Weekday Lunch & Dinner 6/22-8/14
Lunch 12:00 – 1:00 pm, Atwater Dining Hall
Dinner 6:00 – 7:00 pm, Atwater Dining Hall

Weekend Brunch 6/27-8/16
8:00 am – 1:00 pm, Proctor Dining Hall