The Japan-America Society Language School, now in its 55th year, is the oldest Japanese language school in the area. All teachers are native Japanese speakers. Classes meet once a week (for 1.5 hours) and are conducted in the evening in the Society’s language classrooms at 1819 L Street NW, conveniently located near the Farragut North and Farragut West Metro stations in downtown DC.

**Holiday Class Closings:** Classes will not be held on federal holidays. Make-up classes for these days will be held during the make-up week (week after the semester ends) or another date that is optimal for the teacher and the students.

**Registration Deadline:** is usually a week before the semester starts.
Payment for tuition & books MUST be received by the close of business (5:30pm) on this date. A $25 non-refundable late fee will be charged after the deadline. If textbooks are not ordered by this date, there is no guarantee there will be a textbook on the first day of class.

**Class Confirmation:** You will receive an e-mail few days after the deadline confirming your class placement.

**Tuition:**
$200 for JASW members  
$275 for non-JASW members.

**Membership:** $25 Students (full-time undergraduate or high school with valid school ID) $40 Senior citizens, $60 Individual, $80 Family, $150 Sustaining (*Membership is not required to register) Memberships are valid for one year from date of payment.

**Textbooks:** You may pick up your textbooks on the first day of class. If you wish to pick up beforehand, stop by JASW between 9:30am-5:00pm (M-F). Textbooks/workbooks/cannot be returned once purchased. **There is no guarantee we will have textbooks on the first day if not purchased at the time of registration.**

**To Register:** Register online at [www.jaswdc.org](http://www.jaswdc.org) or mail in with payment or fax with credit card information to Japan-America Society at: 1819 L St. NW, B2, Washington DC 20036 / FAX (202) 833-2456.

**Class Size:**  
Minimum of 4 students & maximum of 12 students

**Cancellation:** Cancellation/refund requests must be received by E-MAIL by deadline for full refund, or by the end of the first week for 50% refund. **No refund after the first week** There is NO CREDIT for classes you miss.

**Waiting List Policy:** Students will be placed on a waiting list if the class is full at the time of registration. Students will be notified if they are on a waiting list and when (and if) space becomes available. If space does not become available, JASW will refund any tuition payments made unless the student is placed in another class.

**Note:**
- **There is no prorated tuition.** Should you be absent, there will be no make-up classes or refunds, and you are responsible for any class you missed. We do not offer private tutoring.
- If a class has fewer than 4 registrations, it will be cancelled. If this happens, you may transfer to another class as long as space is available, or you may request a refund.
- The teacher may change class schedules due to personal reasons, holidays, etc. She/he will schedule a make-up class by discussing the optimal date with the class.
- You may change your class after the semester starts, as long as there is space available in the chosen class. Any changes must be approved by JASW.
- A letter of class completion will be issued upon request only when a student’s attendance is 60% or higher.
- This is an adult language school and is open to persons 14 years and older. If a student is 14 or 15 years old, an adult must accompany them to and from class.

**Class Placement**

- **We will consult you to choose a suitable class for you.** Please stop by our office between 9:30am-5:00pm. We are also able to consult over the phone, so please call us. (202-833-2210) If you feel that you have chosen the wrong class after the semester starts; you can change to another class, provided there is space available. JASW must approve the change.