

Dear participants,

Second Circular

Feb. 2, 2011

This is the second circular which is sent to all the participants of "Winter School and Workshop on Star Formation" (Feb. 21-25, 2011).

[1] Winter school

Program begins at 12:25 pm of Feb.21 (Mon.) at the lecture room of NAOJ. Since the cafeteria in NAOJ campus is open from 11:40 to 13:00, please have an early lunch and come to the lecture room. Timetable of the lectures is found from <http://th.nao.ac.jp/~kudoh/ws2011/program.html>

The place of the lecture room is found in the campus map http://th.nao.ac.jp/~kudoh/ws2011/naoj_campus_map.jpg

Registration desk is open from 11:00 at the lecture room.

[2] Workshop

The workshop begins at 10:00 am of Feb. 24 (Thu) at the same lecture room. For short talks, 15 min is allocated, while long ones, 30 min is allocated. An LCD projector is prepared for the speakers. Workshop program is also seen from <http://th.nao.ac.jp/~kudoh/ws2011/program.html>

[3] Workshop Dinner

Workshop dinner is held in the evening of Feb. 24 (Thu) at "Asian Taipei," an Asian restaurant in downtown of Chofu City. Dinner begins at 18:30. We will go together by fixed-route bus from Tenmondai-mae bus stop (210 Yen). Register yourself at the registration desk on Monday (participants of the winter school) and on Wednesday (participants of only the workshop). Final deadline is Thursday morning. Graduate students are 3,000 Yen and PDs and professors are 4,000 Yen.

[4] Logistics

Cafeteria of NAOJ is open *only for lunch* (11:40-13:00). A groceries shop in NAOJ (inside the cafeteria) is open 10:30 - 17:30.

Map of restaurants and shops around NAOJ is seen from
<http://th.nao.ac.jp/~tomida/resources/map.pdf>

[5] Guest House and Hotels

Participants who can stay at the guest house of NAOJ (COSMOS Kaikan) are already announced individually. You can check-in at the office of cooperative use which is located near the lecture room. If you will arrive on Sunday, please visit a guard house just near the front gate of NAOJ and get your room key (check-in is necessary on Monday). Please pay for the fee of lodging at the check-in desk, even if your travel is financially supported by NAOJ. The fee will be reimbursed for such persons.

To those who requested stays at the guest house but were assigned outside NAOJ, we sent separate e-mails about the hotels. Please check-in by yourself for these outside hotels. Major credit cards will be accepted for payment. Please pay for room charge, even if your travel is financially supported by NAOJ. The fee will be reimbursed for such persons.

[6] Financial support

Participants whose travel is supported by NAOJ must have received e-mails about financial support from LOC separately. For those who arrive from abroad, reimbursement will be done at the registration desk (11:00~13:00 on Monday). For those who come from institutes in Japan, reimbursement will be done by bank money transfer.

[7] etc

If you have any questions, please let us know.
Final circular will be announced around Feb. 14.

We are looking forward to seeing you soon.
Sincerely,

On behalf of LOC
Kohji Tomisaka