

CARLETON JAPANESE LINGUISTICS SEMINAR IN KYOTO

Director: Professor Michael Flynn

Spring 2012

Application Deadline: Monday, April 18, 2011

INSTRUCTIONS FOR APPLICATION

1. The **APPLICATION** should be completed by the student and returned to Tami Little, Goodsell Observatory 102, (Mailstop: 2-GDSELL) by Monday, April 18, 2011. Applicants who submit applications by April 18 will be interviewed via Skype. If you would like to be interviewed in person by Professor Flynn, please submit your application by Monday, February 14, 2011. **Please use a word processor to complete this application.**
2. Two **LETTERS OF REFERENCE**, one academic and one personal, should be given to (1) a faculty member (other than the program director) who can assess your academic performance, motivation, and ability to work in a group and (2) another person (work supervisor, resident adviser, high school counselor, etc.) who knows your personal qualities well. Leave the appropriate form with the faculty member willing to write for you with an envelope addressed to Tami Little (above); request return by the application deadline. It is the responsibility of each applicant to see that all materials are in place by the application deadline. Professor Flynn cannot act on any file that is incomplete.
3. A current **TRANSCRIPT and a DEGREE AUDIT** must be supplied with this application. Download the transcript and degree audit from the Hub.
4. Applicants for Carleton programs should know that the Family Educational Rights & Privacy Act prevents release of information that is professionally confidential to the Health Service or Counseling Center at Carleton, but it allows disclosure to faculty of information held in student files elsewhere within the College if that information is determined to be of legitimate educational interest. Certain information from files in the office of the Dean of Students, for example, might be available if sought by the faculty director. A student who may be concerned about information that might affect consideration of his/her place in a Carleton program has the right to provide his/her own interpretation of that information and is urged to discuss these concerns directly with the faculty director.
5. A short personal **INTERVIEW** will be scheduled with Professor Michael Flynn. Eligibility criteria that will be considered during the selection process include faculty recommendations, satisfactory completion of academic prerequisites and fulfillment of courses as outlined in this application, GPA, academic and personal reasons for participation, personal qualities (maturity, independence, adaptability, ability to contribute to and engage with the group, willingness to initiate intercultural opportunities, flexibility, ability to deal with stress, a sense of humor, physical stamina), and compliance with College policies.
6. Students will be informed in writing of a decision on their application.
7. Students admitted to the seminar will be expected to confirm their intention to participate by signature on a letter of agreement due no later than **Friday, May 27, 2011**. The health assessment form is due no later than **Friday, January 20, 2012**.

NOTES:

1. A **HEALTH FORM** is NOT required before admission to a Carleton off-campus program. On acceptance to a program, students will be asked to complete a health history to aid the faculty director in preparing an appropriate environment to deal with any current health problems and/or to help the director or others respond on your behalf should you become ill abroad.
2. Regarding **HEALTH INSURANCE**, Carleton makes the same requirement off-campus as on: that all students will carry insurance to cover them for the duration of their enrollment. If accepted into this program, you will be required to ascertain that your current insurance will cover you in Japan or to take additional coverage for the period of the seminar if it does not.
3. A student with a **DISABILITY** that may affect participation should discuss necessary accommodations as soon as possible with the Academic Accommodations Coordinator and the seminar faculty director.

**APPLICATION
CARLETON JAPANESE LINGUISTICS SEMINAR IN KYOTO**

Professor Michael Flynn
Spring 2012

***Return your completed application no later than April 18, 2011
to Tami Little, Goodsell Observatory 102, (mailstop: 2-GDSELL)***

Please complete the following spaces by printing clearly:

Name _____ Year of Graduation _____ M/F _____

Permanent address (City, State, Zip & Country) _____

_____ Home phone _____

Email address _____ Student ID number _____

Major (or intended major) _____ Citizenship _____

Please answer the following questions on a separate piece of paper, typed or word-processed. Be sure to number your answers to correspond with the numbers below:


1. Your name.
2. List the names of your parent(s)/guardian(s), address(es), & telephone number(s) at work and home.
3. List by name and term other off-campus study program(s) you have gone on or intend to go on.
4. List the courses in which you are *currently* enrolled (put an "*" by the courses that will apply to your major).
5. List the courses you plan to enroll in *before departure* on this program (put an "*" by the courses that will apply to your major).
6. List the name and department of the Carleton faculty member who will complete your academic reference and the name and position of the person completing your personal reference (see enclosed).

Essay questions:

1. Have you been to Asia before? If so, briefly describe your experience there.
2. What is it about the Kyoto program that attracts you?
3. The food in Japan is rather different than it is here in America. (The director's favorite sushi is sea urchin egg paste.) Describe your stance toward food.
4. It isn't necessary that you know very much about Japan at this point. Even so, and keeping in mind that ignorance is tolerable at this point, please say something about what you know, be it manga, film, literature, fashion, food, sumo wrestling or whatever.
5. Describe your academic and personal goals for the program.
6. What things, aside from academics, do you think you can contribute to the program?

Endorsement by your faculty adviser and signature:

“We have discussed this off-campus studies program in the context of this student's academic goals. This student can participate in this program and meet *all* graduation requirements within the usual 12 academic terms.”

 **Adviser's signature** _____

Please print: Name _____

Department _____ Phone _____

For International Students Only

You must obtain the signature of the Director of International Student Programs in order to participate in a program of off-campus study.

Director of International Student Programs signature

_____ Date _____

 Attach an unofficial transcript and a degree audit, available on the HUB, to this application.

Return your completed application no later than April 18, 2011 to Tami Little, Goodsell Observatory 102, (mailstop: 2-GDSELL)

**CONFIDENTIAL REFERENCE FORM
CARLETON JAPANESE LINGUISTICS SEMINAR IN KYOTO**

Director: Professor Michael Flynn
Spring 2012

To be completed by the applicant:

Applicant's Name _____

I waive, or **I do not waive** my right of access to this reference form.

Applicant's Signature: _____ Date _____

Name of Referee: Mr./Ms./Dr./Prof. _____

1. Is your recommendation based primarily on (check all that apply):

- Coursework
- Some personal contact
- Significant personal contact

2. According to the following criteria, how would you rate the applicant?

Attribute	Poor	Fair	Good	Excellent	N/A
Academic ability					
Academic interest & motivation					
Reliability/Integrity					
Level of maturity					
Adaptability and initiative in facing new situations					
Self-confidence & self-esteem					
Relates well to others					
Emotional Stability					
Open-mindedness					
Ability to work independently					
Ambassador/good citizen qualities					

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