

CARLETON FRANCOPHONE STUDIES SEMINAR IN MALI

Winter 2012

Director: Professor Chérif Keita

Application Deadline: Friday, April 15, 2011

INSTRUCTIONS FOR APPLICATION

1. The **APPLICATION** should be completed and returned to Mary Tatge, secretary, Department of French and Francophone Studies, Language and Dining Center, room 340, Mailstop: 4-GERMAN by **Friday, April 15, 2011**. **Please type or use a black ink pen to complete this application.**
2. The **LETTERS OF REFERENCE**, academic and personal, should be given to (1) a faculty member who can assess your language performance, motivation, and ability to work in a group, and (2) another person (work supervisor, resident advisor, etc.) who knows your personal qualities. Leave the appropriate form with the faculty member willing to write for you and request that it be returned by the application deadline. It is the responsibility of each applicant to see that all materials are in place with Mary Tatge by the application deadline. Professor Keita will not 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. A short personal **INTERVIEW** may be scheduled with Professor Keita. Eligibility criteria that will be considered during the selection process include faculty recommendations, satisfactory completion of academic prerequisites, 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.
5. Students will be informed in writing of decisions on their application.
6. Students admitted to the French Studies Seminar will be expected to confirm their intention to participate by signature on a letter, due no later than **Friday, September 16, 2011**. Health Assessment forms will be due **Friday, September 30, 2011**.

NOTES:

1. Applicants for Carleton programs should know that Family Educational Rights & Privacy Act prevents release of information which is professionally confidential to the Health Service or Counseling Center at Carleton but allows disclosure to faculty of information held in student files elsewhere within the College if it 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 faculty Director. A student who may be concerned about any 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.
2. 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.
3. 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 abroad and to take our additional coverage for the period of the seminar if it does not.
4. A student with a **DISABILITY** that may affect participation should discuss necessary accommodations as soon as possible with the faculty director and/or the Director of Off-Campus Studies.

**APPLICATION
CARLETON FRANCOPHONE STUDIES SEMINAR IN MALI
Professor Chérif Keita
Winter 2012**

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. Be sure to number your answers to correspond with the numbers below:

1. Your name.
2. List by name and term other off-campus study program(s) you have gone on or intend to go on.
3. List the courses in which you are *currently* enrolled (put an "*" by the courses that will apply to your major).
4. List the courses you plan to enroll in *before departure* on this program (put an "*" by the courses that will apply to your major).
5. List the name and department of the Carleton faculty member who will complete your academic reference, and the name, title, and phone number of the person who will complete your personal reference (see attached forms).

Essay questions:

1. Why would you like to participate in the program? What do you hope to gain from this experience? (Please limit to 3 paragraphs).
2. Describe briefly your extracurricular interests.
 - a) Your work experience or summer activities
 - b) Special interests and talents
3. What French courses have you taken at Carleton? For each course, please give the name of the professor in parentheses. Include any French course you are currently taking.
4. Which Africa-related courses have you taken at Carleton and from whom?
5. What is your major (or likely major)? If you do not yet know, what areas are you considering?
6. What travel / living experience abroad have you had, if any?
7. Have you been in a country for more than one week where English (or your mother tongue) is not spoken in daily life? If yes, how did you cope with the experience? If not, how do you think you will cope?
8. It is very likely that in many places the hygiene will be far below what you are used to in the United States. How do you think that you will cope with those situations?
9. Any other information you think I should know as I consider your candidacy?

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."

2 ***Adviser's signature*** _____

Please print: Name _____ Department _____ Phone _____

For international students only

You must obtain the signature of the Associate Director of International/Intercultural Life in order to participate in a program of off-campus study.



Associate Director of OIL's signature

Date

➔ ***Attach an unofficial transcript and degree audit, available on the Hub, to this application.***

➔ ***Return your completed application to the French and Francophone Studies Department, LDC 340, Mailstop: 4-GERMAN no later than April 15, 2011.***

**CONFIDENTIAL REFERENCE FORM
CARLETON FRANCOPHONE STUDIES SEMINAR IN MALI**

Director: Chérif Keita
Winter Term 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					

3. What role can you imagine the student playing in a group?

4. Is there anything else you would like to note about the student?

5. If you were a faculty director of an off-campus study program, would you be:

Eager Willing Cautious Reluctant

to have the applicant participate?

Signature

Date

Name (please print)

Phone

**Please return this form to the French and Francophone Studies Department Office,
LDC 340, Mailstop: 4-GERMAN no later than April 15, 2011.**

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