

## CARLETON FRENCH SEMINAR IN PARIS, Spring 2013

Faculty Director: Professor Scott Carpenter

**Application Deadline: Monday, April 16, 2012.** (Note: a few slots will be held for Fall term applicants; the second round deadline is October 1, 2012.)

### INSTRUCTIONS FOR APPLICATION

1. The **APPLICATION** should be completed by the applicant and returned to the French Department (c/o Mary Tatge, LDC 340), by **Monday, April 16, 2012** (second round: October 1, 2012). **Please use a word processor to complete this application.**
2. The **LETTERS OF REFERENCE**, academic and language, should be given to (1) a faculty member who can assess your academic performance, motivation, and ability to work in a group, and (2) a language instructor. 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 by the application deadline, **Monday, April 16, 2012** (second round: October 1, 2012). **Professor Carpenter cannot act on any file that is incomplete.**
3. A **TRANSCRIPT** and a **DEGREE AUDIT** of your Carleton work-to-date should be supplied with this application. Download your unofficial transcript and degree audit from the Hub.
4. A personal **INTERVIEW** will be scheduled with Professor Carpenter. Criteria considered for eligibility during the selection process include faculty recommendations, satisfactory completion of academic prerequisites, GPA, 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 seminar will be expected to confirm their intention to participate by signature on a letter of agreement due in the OCS office, Leighton 119, no later than **Friday, September 14, 2012** (second round: October 26, 2012). The health form will be due no later than **Friday, January 18, 2013**.

### **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. Applicants for Carleton programs should know that the 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.
3. Regarding **HEALTH INSURANCE**, students must 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/or take out 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 Director of Off-Campus Studies and the Coordinator of Disability Services.



**APPLICATION**  
Carleton French Studies in Paris, spring 2013  
Faculty Director: Professor Scott Carpenter

***Return your completed application to the Department of French and Francophone Studies,  
LDC 340, no later than Monday, April 16, 2012 (second round: October 1, 2012)***

**Please complete the following spaces by printing clearly:**

Name \_\_\_\_\_ Year of Graduation \_\_\_\_\_ F/M \_\_\_\_\_

Email address \_\_\_\_\_ Student ID number \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Major (or intended major) \_\_\_\_\_ Citizenship \_\_\_\_\_

**Please answer the following questions on a separate piece of paper using a word-processor.  
Be sure to number your answers to correspond with the numbers below:**

1. Your name.
2. 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 participated in or intend to participate in.
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. Include the name and department of the Carleton faculty members who will complete your academic and language references (see enclosed).

**Short Essay Questions:**

7. Why would you like to participate in the Paris program in the Spring of 2013? What do you hope to gain from this experience? (Please limit to 3 paragraphs).
8. Describe briefly an educational experience that has been important to you, and why.
9. Describe briefly your extracurricular interests.
  - a) Your work experience or summer activities
  - b) Special interests and talents
10. 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, and please indicate courses you would intend to take before departure.
11. If you are applying for any other off-campus program(s) during the 2012-13 academic year, please list the name(s).
12. What travel / living experience abroad have you had, if any?
13. Besides French, what other foreign languages (if any) do you speak, and at what level?
14. Is there any other information 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. As of the application deadline, this student is committed to studying off-campus during the designated term and understands that s/he 1) *must* register for the Carleton seminar's courses and 2) understands that s/he does not have access to Carleton housing in Northfield during that term."

**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 this seminar.

\_\_\_\_\_  
**Associate Director of OIIL's signature**

\_\_\_\_\_  
**Date**

**All Applicants Must:** Attach an unofficial transcript and degree audit, available on the HUB, to this application.

**→ Return your completed application to the Department of French and Francophone Studies, LDC 340, no later than Monday, April 16, 2012 (second round: October 1, 2012)**

**CONFIDENTIAL REFERENCE FORM**  
 Carleton French Studies in Paris, Spring 2013  
 Faculty Director: Professor Scott Carpenter

*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

**→ Return to Mary Tatge, French and Francophone Studies Department Office,  
LDC 340, Mailstop: 4-FRENCH no later than April 16, 2012 (Oct 1, 2012 for second  
round).**

**CONFIDENTIAL LANGUAGE/CULTURE REFERENCE**

Carleton French Studies in Paris, Spring 2013

Faculty Director: Professor Scott Carpenter

***Please return to the Department of French and Francophone Studies, LDC 340,  
no later than Monday, April 16, 2012 (second round: October 1, 2012)***

LANGUAGE REFERENCE for \_\_\_\_\_  
(student's name)

***I hereby waive my right of access to the information contained in this recommendation,  
thereby ensuring the confidential nature of your comments.***

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

Studying abroad requires emotional maturity, self-discipline, and a good amount of physical stamina. Participants must be able to adjust to different cultures, function as active members of a group, keep up with a rigorous schedule, and at the same time, maintain academic work of high quality.

**DIRECTIONS:** Please use this sheet to write your comments. This program is intensive and depends on the student's motivation and flexibility. Please be as specific as possible in discussing the student's **language capabilities**. If you find it helpful, you may also use the table below.

	Excellent	Good	Fair	Poor
Pronunciation				
Writing vocabulary				
Reading vocabulary				
Speaking vocabulary				
Listening comprehension				
Grammar				

If possible, please evaluate the student's cultural and intellectual preparedness for the program:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name – *Please Print*

\_\_\_\_\_  
Phone

**→ Return to Mary Tatge, French and Francophone Studies Department Office,  
LDC 340, Mailstop: 4-FRENCH no later than April 16, 2012 (Oct 1, 2012 for second  
round).**