INSTRUCTIONS FOR APPLICATION

1. The APPLICATION should be completed by the applicant and returned to Sara Nielsen in Willis 305, Mailstop: 5-ECON with all necessary attachments by Friday, January 25, 2013. Please use a word processor to complete this application.

2. The LETTERS OF REFERENCE should be given to (1) a faculty member who can assess your academic performance, motivation, and ability to work in a group and (2) another person (work supervisor, resident adviser, etc.) who knows your personal qualities. Leave the appropriate form with the person 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 submitted by the application deadline. Professor Kanazawa 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. Transcripts and audits can be downloaded from the Hub.

4. Professor Kanazawa may schedule a short personal INTERVIEW. Eligibility criteria that will be considered during the selection process include faculty recommendations, satisfactory completion of academic prerequisites, 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 Carleton 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, February 22, 2013. The health assessment form will be due no later than Friday, April 19, 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 Wellness 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 directors. 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, 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 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

Economics in Cambridge, England
Carleton OCS Seminar, summer 2013
Faculty Director: Mark Kanazawa

1. Please complete the following spaces by printing clearly:

Name ___________________________________________ Year of Graduation ______ F/M ____

Permanent Address ______________________________________________________________________
_________________________________________ Home Phone __________________________

Email ___________________________ Student ID Number _______________________

Major (or intended major) ___________________ Citizenship ___________________

2. Please answer the following questions and essay questions, typed on a separate sheet of paper. Be sure to number each of your responses 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:
6. Describe any international travel experience you have had.
7. What are your principal academic interests?
8. What are your talents, hobbies, and extracurricular activities?
10. Describe the particular personal qualities (see Instruction 4 on page 1) that make you a suitable candidate to participate in the Economics Seminar in Cambridge.

3. All applicants MUST attach an unofficial transcript and degree audit, available on the HUB, to this application.

4. 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) must take a leave of absence winter term 2014 unless an exception is granted by the Academic Standing Committee and 3) 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 OII’s signature  Date

➔ Return your completed application to Sara Nielsen, Economics Department, Willis 305, Mailstop: 5-ECON no later than Friday, January 25, 2013.
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 Reference: 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?

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<th>Attribute</th>
<th>Poor</th>
<th>Fair</th>
<th>Good</th>
<th>Excellent</th>
<th>N/A</th>
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<td>Academic ability</td>
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over
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 Sara Nielsen, Economics Department Office, Willis 305, Mailstop: 5-ECON, no later than Friday, January 25, 2013.
CONFIDENTIAL REFERENCE FORM

Economics in Cambridge, England
Carleton OCS Seminar, summer 2013
Faculty Director: Mark Kanazawa

To be completed by the applicant:

Applicant’s Name: ____________________________________________________________

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Applicant’s Signature: ____________________________ Date: ______________________

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________________________________________________________________________

Signature                                                                 Date
________________________________________________________________________

Name (please print)                                                                 Phone

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