Late petitions will not be considered.
OCS Petitions will not be considered retroactively, that is, after you have participated in the program.

1. Name______________________________________________________________

2. OCS Program Name
______________________________________________________________________
Program Sponsor
For example: IES, Butler IFSA, DIS, etc.
_______________________________________________________________________

3. What GPA is recommended or required for admission? _____________
4. Is college status recommended or required for participation? (Circle one)
5. How many students are admitted to the program? _________________
6. From which colleges/universities do most participants come?

7. What additional materials are required by the program's admission committee?

8. Are the instructors from US college/university? From a university abroad? Other (specify)?

CHECKLIST OF SUPPORTING DOCUMENTATION:
☐ Faculty Evaluation: complete the faculty evaluation on the enclosed page. Choose a faculty member who knows about the academic field in which you intend to study while off-campus; i.e. an English professor if you are studying primarily literature, a political science professor if you are studying international relations, etc. You should make an appointment with a faculty member to discuss the program and the form. The faculty member may choose to return the completed form to you or send it directly to the OCS Office. They may also submit it through the OCS website.
☐ Carleton College OCS Petition with supporting documents, as indicated on the petition
☐ Program Review

I have spoken with an OCS Adviser about my choice of program. I have read the Program Review in its entirety. I submit this program review with all supporting documents attached.

Student signature: ________________________________________________
Complete the Program Review and Petition forms as soon as you have chosen your program. Submit them well before the deadline, and receive an early decision on your program. Do not wait to be accepted into the program!

As you fill in this form, consider:
The OCS Committee reviews every unaffiliated program on a case-by-case basis, based on the evidence of academic quality, the relevance of the program to Carleton’s curriculum, and the program’s appropriateness to the student's academic program on campus and his/her educational goals.

Approval of the OCS petition guarantees that the credits from your program will transfer to your Carleton transcript, and that Carleton financial aid will be applied toward the program fee for ONE non-Carleton program during your time at Carleton. Without approval of the entire OCS petition, credits will not transfer, and financial aid will not be released.

Unaffiliated programs must be academically related to courses of study offered at Carleton. The fact that a course or subject is not taught at Carleton is not a reason for program approval.

Because programs evolve over time and because the decision concerning approval is relevant to the individual student, past program approval does not guarantee future approval of the same program.

Program reviews cannot be considered during the summer, nor will the College consider them retroactively at any time. If you do not submit your OCS petition in a timely fashion before you study off-campus, it will not be considered upon your return, and you will not receive Carleton credit or financial aid toward that program.

You may leave Carleton for your OCS program only after you have:
1. Submitted your OCS Petition in its entirety by the due date
2. Received written approval from the OCS Office
3. Been accepted by your program and confirmed participation