INSTRUCTIONS FOR APPLICATION

1. The APPLICATION should be completed by the applicant and returned to Lorie Tuma, Administrative Assistant for Biology, in Hulings 303 (Mailstop: 2-BIO) with all necessary attachments by 4:00 PM on Friday, April 11, 2014. Please submit a typed application, and indicate on an envelope that the application is intended for Professor Annie Bosacker.

2. REFERENCE FORMS
   a. The Academic Reference Form should be given to a faculty member who can assess your academic performance, motivation, and ability to work in a group.
   b. The Personal Reference Form should be given to another person (a second faculty member, academic adviser, work supervisor, resident adviser, coach 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 Bosacker cannot act on any file that is incomplete.

3. A TRANSCRIPT and a PROGRAM EVALUATION (Degree Audit) of your Carleton work-to-date must be supplied with this application. Transcripts and audits can be downloaded from the Hub.

4. A personal INTERVIEW will be scheduled with Professor Bosacker. Eligibility criteria that will be considered during the selection process include faculty recommendations, satisfactory completion of academic prerequisites, GPA, proven and genuine interest in outdoor activities, academic and personal reasons for participation, sincere interest in biology and/or ENTS, interest and ability to engage in intercultural experiences, compliance with College policies, and personal qualities (maturity, responsibility for personal safety issues, adaptability and flexibility, ability to contribute to and engage with the group, ability to deal with stress, long hours of travel, and inconveniences, physical stamina, conscientiousness, and punctuality).

5. Students will be informed in writing about 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 19, 2014. The health assessment form will also be due no later than Friday, October 3, 2014.

NOTES:

1. A HEALTH FORM is NOT required for the College before admission to a Carleton off-campus program. On acceptance to a program, students will be asked to complete a health history for the College 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 Student Health and Counseling 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
Carleton Ecology Seminar in Australia, Winter 2015
Faculty Director: Professor Annie Bosacker

Place your completed application in an envelope addressed to Professor Annie Bosacker and return care of Lorie Tuma, Administrative Assistant for Biology, in Hulings 303 (Mailstop: 2-BIO) by Friday, April 11, 2014.

1. 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 ____________________

2. Please answer the following questions. Your responses should be typed, printed, and submitted along with these forms. 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 (see enclosed), and the name, title, and phone number of the person who will complete your personal reference (see enclosed).

Essay questions: The following questions are meant to give you the opportunity to tell us why you would make an excellent candidate for this program. While your answers must be complete, they should also be concise.

   7. Field research is an extremely physical endeavor, and on this program we will be spending a lot of time outdoors under conditions that will not always be ideal: hiking in extreme heat and humidity, swimming in frigid water, etc. How are you prepared, or how will you prepare for, this component of the program?
   8. Participants in this program will have the opportunity to learn about marine ecology by actually getting into the ocean to make first-hand observations. To be successful, you will—at a minimum—need to be a confident swimmer, and basic snorkeling skills are an absolute necessity. While SCUBA is not required, we encourage all eligible participants to take advantage of the opportunity to dive at several of our study sites. In order to dive, however, you must obtain SCUBA certification prior to arrival (SCUBA training is available at Carleton for approximately $300) and you must be prepared to incur additional costs (equipment rental, dive expenses, etc.). Alternative activities will always be available for students who choose to snorkel, and SCUBA certification will not help or hinder your application. If you have questions about snorkeling or SCUBA certification, please contact Professor Bosacker (albosack@carleton.edu).

Briefly discuss how you are qualified for this component of the program and/or how you will gain the necessary qualifications before we arrive in Australia. If you plan to SCUBA, please provide a detailed explanation of your current certification or your plans to obtain certification.

over
9. All students will be required to take the following courses: Marine Ecology (6 credits), Ecological Field Research (6 credits), and Culture and Environment in Australia (6 credits). Describe your academic preparation for this program. You should be certain to cover each of the following:
   a. The prerequisites for this course are Biology 125 & 126, their equivalent, or permission of the director. If you have taken these courses at Carleton, please indicate the term in which they were taken. If you have met these requirements through an alternative means, please describe your experiences.
   b. List any additional biology courses you have taken.
   c. If there are additional academic experiences that you feel are relevant to this program? (e.g. courses in ENTS, geology, sociology, etc.), provide a brief description of these experiences and indicate why you feel they are relevant.

10. Do you have previous experience traveling or living outside of the United States? If so, please describe your experiences. If not, what is one thing you hope to learn by traveling to a new country?

11. Personal space and personal time are extraordinarily rare on this program. Much of our academic work involves groups: group research projects, group presentations, etc. We also live together in close and constant proximity, under field conditions that may involve uncomfortable sleeping arrangements and little privacy. We also work extremely closely with a variety of local experts, and we often travel with small children. What are your strengths and weaknesses when it comes to living and working closely with a very diverse group of people? What personal challenges do you think you will face under these conditions, and how are you prepared to handle them?

12. Why do you want to participate in the Ecology Program in Australia, and what do you feel you have to gain from this experience? Be sure to discuss how this program will complement your academic interests and how it might enhance your long-term career aspirations.

13. Take the opportunity to share something else about yourself by posing and answering your own question. A few options follow, but your responses need not be limited to these. What else do you think we should know about you? What talents or hobbies do you have that you may be able to share with the group? What is one non-academic thing you hope to learn on this program?

3. All applicants MUST attach an unofficial transcript and program evaluation (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) understands that s/he does not have access to Carleton housing in Northfield during that term."

Advisor’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 OIIIL’s signature Date

Return your completed application to Lorie Tuma, Administrative Assistant for Biology, in Hulings 303 (Mailstop: 2-BIO) by Friday, April 11, 2014.
CONFIDENTIAL ACADEMIC REFERENCE FORM
Carleton Ecology Seminar in Australia, Winter 2015
Faculty Director: Professor Annie Bosacker

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 (if yes, how many? _________________)
☐ Some personal contact
☐ Significant personal contact

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

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<thead>
<tr>
<th>Attribute</th>
<th>Poor</th>
<th>Fair</th>
<th>Good</th>
<th>Excellent</th>
<th>N/A</th>
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<tr>
<td>Academic skills (reading, writing, research, presentations)</td>
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<td>Ability to grasp new concepts/information</td>
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<td>Curiosity &amp; intellectual motivation</td>
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<td>Open-mindedness</td>
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<td>Work ethic</td>
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<td>Organization/Time Management</td>
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<td>Ability to collaborate on projects</td>
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<td>Ability to work independently</td>
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<td>Flexibility and adaptability</td>
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<td>Emotional Maturity</td>
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<td>Ambassador/good citizen qualities</td>
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</table>
3. What qualities does this student demonstrate in class discussion, and how do you think that this student would interact in large and small group settings?

4. Are there other things that you would like to note about the student?

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

☐ Very Eager  ☐ Eager  ☐ Willing  ☐ Cautious  ☐ Reluctant

to have the applicant participate?

__________________________________________________________

Signature                                      Date

__________________________________________________________

Name – Please Print                                      Phone

⇒ Return to Lorie Tuma, Administrative Assistant for Biology, in Hulings 303 (Mailstop: 2-BIO) by Friday, April 11, 2014.
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:
   - ☐ Some personal contact
   - ☐ Significant personal contact

2. Relationship to Applicant? _________________________________

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

<table>
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<th>Fair</th>
<th>Good</th>
<th>Excellent</th>
<th>N/A</th>
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<tr>
<td>Intellectual curiosity</td>
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<td>Reliability/Integrity</td>
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<td>Personal maturity and responsibility</td>
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<td>Adaptability and initiative in facing new situations</td>
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<td>Self-confidence &amp; self-esteem</td>
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<td>Ability to relate well to others</td>
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<td>Emotional stability</td>
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<td>Ability to handle stressful situations/problem-solve</td>
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<td>Openness to personal and cultural difference</td>
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<td>Ability to lead effectively</td>
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<td>Ability to follow effectively</td>
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To be completed by the applicant:
4. What role can you imagine the student playing in a group? What qualities would s/he bring to a group dynamic?

5. As you think about this student studying abroad in Australia, what will be his/her strengths? What will be his/her challenges?

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

7. I would be:

☐ Very Eager  ☐ Eager  ☐ Willing  ☐ Cautious  ☐ Reluctant

to have the applicant participate in a program that I directed.

_________________________  __________________
Signature                          Date

_________________________
Name – Please Print

_________________________
Phone

Return to Lorie Tuma, Administrative Assistant for Biology, in Hulings 303 (Mailstop: 2-BIO) by Friday, April 11, 2014.