INSTRUCTIONS FOR APPLICATION

1. The APPLICATION SHEET should be completed by the applicant and returned to Carol Horan, Administrative Assistant for Biology, in Hulings 303 by 4:30 PM on Friday, April 10, 2009. Please submit a typed application, and indicate on an envelope that the application is intended for Professor Annie Bosacker.

2. The LETTERS OF REFERENCE, academic and personal, 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 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 submitted by the application deadline, April 10, 2009. Professor Bosacker cannot act on any file that is incomplete.

3. A TRANSCRIPT and A DEGREE AUDIT of your Carleton work-to-date must be supplied with this application. Download your transcript and degree audit from the HUB.

4. 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 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 directors.

5. 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, preference but not guarantee of participation for biology majors and/or ENTS concentrators, 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).

6. Students will be informed in writing of decisions on their application.

7. Students admitted to the seminar will be expected to confirm their intention to participate by signature on a letter of agreement, due no later than Tuesday, September 18, 2009. The health form will be due no later than Tuesday, October 20, 2009.

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. 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.

3. A student with a DISABILITY that may affect participation should discuss necessary accommodations as soon as possible with the Academic Accommodations Coordinator Susan Keesey and the seminar faculty director.
APPLICATION
CARLETON COASTAL MARINE ECOLOGY SEMINAR IN AUSTRALIA
Winter 2010

Place your completed application in an envelope addressed to Professor Annie Bosacker and return to Carol Horan, Administrative Assistant for Biology, in Hullings 303 by April 10, 2009.

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. 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 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 gone on or intend to go on.
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. 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 coastal 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 comfortable, confident swimmer. We encourage all participants to take advantage of the opportunity to dive at several of our study sites. In order to be eligible, however, you must obtain SCUBA certification in advance (SCUBA training is available at Carleton for approximately $250). Students who choose to dive must also be prepared to incur additional costs, as they will need to purchase or rent appropriate equipment at their own expense. Alternative activities will be available for students who choose to snorkel instead. While no formal certification is necessary, it is imperative that these students arrive with well developed snorkeling skills. If you have questions about snorkeling or SCUBA certification, please contact Professor Bosacker (abosack@carleton.edu).

Briefly discuss how are you 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.
9. All students will be required to take the following courses: Marine Biology (6 credits), Field Studies and Research (6 credits), Culture and Environment in Australia (2 credits), and Directed Readings (2 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 or their equivalent. 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 any additional academic experiences that you feel are relevant to this program? (e.g. courses in geology, ENTS, 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. Much of the academic work for this program will entail group work: group research projects, group papers, group presentations, etc. In addition, we will be spending ten weeks in close and constant proximity with one another under field conditions that may involve uncomfortable sleeping arrangements and little privacy. What are your strengths and weaknesses when it comes to living and working closely with your peers? 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 Coastal Marine Ecology Program in Australia, and what do you feel you have to gain from this experience? In your discussion, 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?

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."

Please print: Name ________________________________
Department ________________________________ Phone __________________

For International Students Only
You must obtain the signature of the Director of International Student Programs in order to participate in a program of off-campus study.

Director of International Student Programs’ Signature

________________________
Date

Attach an unofficial transcript and degree audit, available on the HUB, to this application.

Return your completed application to Carol Horan, Administrative Assistant for Biology, in Hulings 303 by April 10, 2009.
PERSONAL 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 certain amount of physical stamina; participants must be able to adjust to different cultural influences, function as an active member of a group, keep up with a rigorous schedule, and at the same time, maintain academic work of high quality.

DIRECTIONS: Please place a mark at the point that best describes your impression of the student:

1. FLEXIBILITY: How does the student adjust to new situations?
   /________________/_________________/_______________ ___/___________________/
   (no chance to observe) With a great deal of difficulty With little or no difficulty

2. COLLEGIALITY: How easily will the student get along with other Carleton students and staff people?
   /_______________/_________________/________________ __/___________________/
   (no chance to observe) With a great deal of difficulty With little or no difficulty

3. STAMINA: How will the student adjust to a physically demanding schedule?
   /________________/_________________/_______________ ___/___________________/
   (no chance to observe) With a great deal of difficulty With little or no difficulty

4. CURIOSITY: How inquisitive will the student be in both academic and non-academic settings?
   /_____________/________________/_________________/_ ______________________/
   (no chance to observe) Not very inquisitive Very inquisitive

5. OVERALL RECOMMENDATION: How would you summarize your overall recommendation?
   _____ I recommend this student with enthusiasm.
   _____ I recommend this student, although I have a few reservations.
   _____ I cannot recommend this student--I don't have enough information.
   _____ I cannot recommend this student--maybe another program, another time.
Please add any comments that might help the director (but don’t feel obliged to fill this space if the questions above meet your needs).

Signature________________________________________________________________________Date__________________________

Please Print ____________________________ ____________________________
Name Phone

Return to Professor Annie Bosacker, Biology Department, by April 10, 2009.
ACADEMIC LETTER OF REFERENCE

CARLETON COASTAL MARINE ECOLOGY SEMINAR IN AUSTRALIA
Winter 2010

Return to Professor Annie Bosacker, Biology Department, by April 10, 2009.

ACADEMIC 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____________________

Study abroad requires emotional maturity, self-discipline, and a certain amount of physical stamina; participants must be able to adjust to different cultural influences, function as an active member of a group, keep up with a rigorous schedule, and at the same time, maintain academic work of high quality.

DIRECTIONS: Please place a mark at the point that best describes your impression of the student:

1. CRITICAL SKILLS: Assess the student’s abilities at critical reading and writing.
   /________________/_________________/______________/____________________/
   (no chance to observe) very weak excellent

2. DISCUSSION SKILLS: Does the student participate adequately and appropriately?
   /________________/_________________/______________/____________________/
   (no chance to observe) very weak excellent

3. RESPONSIBILITY & PUNCTUALITY: How would you gauge this student on these points?
   /________________/_________________/______________/____________________/
   (no chance to observe) very weak excellent

4. FLEXIBILITY: How does the student adjust to new situations?
   /________________/_________________/______________/____________________/
   (no chance to observe) with a great deal of difficulty with little or no difficulty

5. COLLEGIALITY: How easily will the student get along with other Carleton students and staff people?
   /________________/_________________/______________/____________________/
   (no chance to observe) with a great deal of difficulty with little or no difficulty

6. STAMINA: How will the student adjust to a physically demanding schedule?
   /________________/_________________/______________/____________________/
   (no chance to observe) with a great deal of difficulty with little or no difficulty
7. CURIOSITY: How inquisitive will the student be in both academic and non-academic settings?

<table>
<thead>
<tr>
<th>(no chance)</th>
<th>not very inquisitive</th>
<th>very inquisitive</th>
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8. COURTESY: How thoughtful, respectful, and tactful will the student be in dealing with people of markedly different religions and political views?

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<th>(no chance)</th>
<th>not very courteous</th>
<th>very courteous</th>
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</thead>
</table>

9. OVERALL RECOMMENDATION: How would you summarize your overall recommendation?

- [ ] I recommend this student with enthusiasm.
- [ ] I recommend this student, although I have a few reservations.
- [ ] I cannot recommend this student--I don't have enough information.
- [ ] I cannot recommend this student--maybe another program, another time.

Please add any comments that might help the director (but don't feel obliged to fill this space if the questions above meet your needs).