INSTRUCTIONS FOR APPLICATION

1. The **APPLICATION** should be completed by the applicant and returned to Jean Sherwin, Administrative Assistant, Department of Asian Languages and Literatures, LDC 234, with all necessary attachments by **4:30 pm Thursday, January 28, 2010**. **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) a Chinese 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 submitted by the application deadline, 4:30 p.m. on Thursday, January 28, 2010. Professor Zhao cannot act on any file that is incomplete.

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

4. **TWO PASSPORT-SIZED PHOTOGRAPHS** must be attached to the application. (More additional passport-sized photographs will be needed upon acceptance). Please write your full name on the back of your photographs. **IMPORTANT:** You must have a passport valid for 6 months beyond your intended period of stay in China. If you do not have a valid passport, please apply for one as soon as possible.

5. Applicants for Carleton programs should know that 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.

6. A short personal **INTERVIEW** will be scheduled with Professor Zhao. Eligibility criteria that will be considered during the selection process include faculty recommendations, satisfactory completion of academic prerequisites, GPA, academic and personal reasons for participation, class year, compliance with Carleton College policies, and personal qualities (maturity, independence, adaptability, ability to contribute to and engage with the group, flexibility, ability to deal with stress, physical stamina, conscientiousness, punctuality, and a sense of humor).

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

8. 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 **Thursday, March 4, 2010**. A health assessment form will be due no later than the **Friday, April 16, 2010**.

**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. 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 and the seminar faculty director.
APPLICATION
CARLETON CHINESE STUDIES SEMINAR IN TIANJIN
Professor Qiguang Zhao
Fall 2010

Please complete the following spaces by printing clearly:

Name ___________________________________________ Chinese Name (if any) ____________________________

Date of birth ___________________________________________ M/F ________________________________

City, state, and country of birth ________________________________________________________________

Student ID number __________ Major (or intended major) __________________________________________

Year of Graduation __________ Citizenship __________________________________________________________

Passport number and expiration date:
*You must have a passport valid through at least March 2011.

Address Information

1. College address & phone number ______________________________________________________________

   E-mail address _____________________________________________________________

2. Permanent address

   street ________ city ________ state ________ zip ________ country ______________________

   Home phone ________________________________________________________________

3. Summer address

   street ________ city ________ state ________ zip ________ country ______________________

   Summer phone number __________________________ Summer e-mail ________________________

Please answer the following questions on a separate piece of paper, typed or word-processed. Be sure to number your answers 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, and e-mail addresses if available.
3. List by name and term other off-campus study program(s) you have gone on or intend to go on.
4. How many years (or equivalent) of Chinese will you have completed by start of the seminar?
   College ___  High School ___  Summer Classes ___  Other (explain) ___
5. List any Chinese language courses you have completed.
6. List the courses in which you are currently enrolled (put an “*” by the courses that will apply to your major).
7. List the courses you plan to enroll in before departure on this program (put an “*” by the courses that will apply to your major).
8. List any other Chinese language training experiences.
9. List other courses related to China you have taken.
10. If you have not studied Chinese before, do you plan to take any summer Chinese language courses?
11. Indicate the level of Chinese class you wish to be placed in the program:
   Intermediate ___  High Intermediate ___  Advanced ___  Other ___
12. 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 Chinese language reference (see enclosed).
Please answer the following essay questions on a separate piece of paper, typed or word-processed. Be sure to number your answers to correspond with the numbers below:

13. List international travel: countries and reason for travel.
14. Please write about your reasons and wishes to study in China with this program.
15. Describe your academic interests, special talents, hobbies, and any contributions you may make to this program.
16. Is there any information not covered in the above questions that you feel is important in consideration of your application?

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.”

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 a program of off-campus study.

Associate Director of OIL’s signature Date

Attach an unofficial transcript and degree audit, available on the Hub

Return your completed application to Jean Sherwin, Administrative Assistant, Department of Asian Languages and Literatures, LDC 234 no later than 4:30 p.m. Thursday, January 28, 2010
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?

<table>
<thead>
<tr>
<th>Attribute</th>
<th>Poor</th>
<th>Fair</th>
<th>Good</th>
<th>Excellent</th>
<th>N/A</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic ability</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Academic interest &amp; motivation</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Reliability/Integrity</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Level of maturity</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Adaptability and initiative in facing new situations</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Self-confidence &amp; self-esteem</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Relates well to others</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Emotional Stability</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Open-mindedness</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ability to work independently</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ambassador/good citizen qualities</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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. ______________________________________
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 the Jean Sherwin, Administrative Assistant, Department of Asian Languages and Literatures, LDC 234 by Thursday, January 28, 2010
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.

The student named above is applying to study Chinese at the Carleton Chinese Language and Culture Program at Nankai University in Tianjin. Your recommendation will help determine whether the applicant is accepted into the program and help us place the student at the proper level.

1. Please evaluate the applicant's Chinese language proficiency in comparison to students in the same class:

<table>
<thead>
<tr>
<th></th>
<th>Excellent</th>
<th>Good</th>
<th>Fair</th>
<th>Poor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pronunciation</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tones</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Writing vocabulary</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Reading vocabulary</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Listening comprehension</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grammar</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

2. Under what circumstance, what courses he/she has taken from you, and how long have you known the applicant?
3. Please rate the student in comparison to classmates or peers according to the following characteristics:

<table>
<thead>
<tr>
<th></th>
<th>top 5%</th>
<th>top 15%</th>
<th>top 30%</th>
<th>top 50%</th>
<th>lower 50%</th>
<th>No Knowledge</th>
</tr>
</thead>
<tbody>
<tr>
<td>Emotional Maturity</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Social Maturity</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cooperation</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Adaptability</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Self-reliance</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Patience</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Politeness &amp; Consideration</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Self-Image</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

4. What is your evaluation of the student’s academic aptitude?

5. What is your evaluation of the student’s ability to adjust to difficult living conditions?

6. What level of Chinese language class is appropriate for the student?

   1. Intermediate, 2. High Intermediate, 3. Advanced, 4. Other (Please explain)

Name

Address

Signature

Date

Title

Please return this letter of recommendation to Jean Sherwin, Administrative Assistant, Department of Asian Languages & Literatures, LDC 234, by Thursday, January 28, 2010