INSTRUCTIONS FOR APPLICATION

1. The APPLICATION should be completed by the applicant and returned to the History Department, Leighton 210, Mailstop: 4-HIST by Friday, May 3, 2013. Please use a word processor to complete this application.

2. The LETTERS OF REFERENCE should be given to people who can assess your academic performance, motivation, and ability to work in a group. Leave the appropriate form with the faculty member or other individual writing on your behalf and request that it be returned by the application deadline. It is the responsibility of each applicant to see that all materials are in place by the application deadline. Professor George Vrtis will not 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. A short personal INTERVIEW will be scheduled with Professor Vrtis. Eligibility criteria that will be considered during the selection process include faculty recommendation, academic accomplishments, academic and personal interest in the program, personal qualities (maturity, independence, physical stamina, 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), and compliance with 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, due no later than Friday, September 20, 2013.

NOTES

1. A HEALTH FORM is NOT required before admission to a Carleton off-campus program. On acceptance to a program, students will 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. The form is due in the OCS Office no later than Friday, October 4, 2013.

2. 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.

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. Participants will be required to ascertain that current health insurance applies overseas and to take our 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 Academic Accommodations Coordinator and the Program Faculty Director.
APPLICATION
Wilderness Studies at the Grand Canyon
Carleton OCS Spring Break 2014 Program
Faculty Director: George Vrtis

Please return to History Department, Leighton 210, Mailstop: 4-HIST by Friday, May 3, 2013

I. Application - Please complete the following:

Name ___________________________________ Year of Graduation ______________ M/F_______

Permanent address: ________________________________________________________________

__________________________________________________________

Email address: ___________________________________ Phone: __________________________

Major/Intended Major: ___________________________________ Student ID number: ____________

What other off-campus study program(s) have you gone on or do you intend to go on?

Program name: _____________________________________________ term _____________

Program name: _____________________________________________ term _____________

Courses in which you are currently enrolled: Courses you plan to enroll in before departure:

______________________________________________________________________________

______________________________________________________________________________

______________________________________________________________________________

*Put an asterisk by the courses which will apply to your Carleton major.

II. References - Please complete the following:
Academic Reference: List here the name of a Carleton faculty member who may be contacted as a reference.

Name___________________________________________________________ Phone __________________

Second Reference: List here the name of another person who knows you well (e.g., a coach, work supervisor, clergy, etc.) who is not a student.

Name ___________________________________________________________ Phone __________________
III. Unofficial Transcript and Degree Audit
All applicants MUST attach an unofficial transcript and degree audit, available on the HUB, to this application.

IV. Endorsement by faculty adviser:
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.

Signature __________________________________________
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

V. Application - Short Essay Questions
(Please attach a separate sheet of paper with your answers numbered according to the question)

1. Discuss your academic and personal interests in the Grand Canyon wilderness studies program, and the way your previous experiences have prepared you to be an effective participant in this learning experience.

2. This program will involve intensive group work and numerous conversations with local experts of widely varying backgrounds. It will thus require a good deal of social affability, active listening, and judicious and thoughtful interactions. Do you feel that your personal qualities match well with these features of the program?

3. This program will involve camping and physically demanding hikes, including day-long hikes of some seven miles with nearly a vertical mile of elevation change. Please briefly discuss your previous outdoor experiences and your thoughts on meeting the program’s physical demands.

Please return to Nikki Lamberty, History Department, Leighton 210, Mailstop: 4-HIST by Friday, May 3, 2013
CONFIDENTIAL REFERENCE FORM
Wilderness Studies at the Grand Canyon
Carleton OCS Spring Break 2014 Program
Faculty Director: George Vrtis

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
   ☐ Some personal contact
   ☐ Significant personal contact

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

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<th>Fair</th>
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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? Please feel free to elaborate.

Signature _____________________________________________ Date __________

Please Print Name ____________________________________________

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By Friday, May 3, 2013
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Wilderness Studies at the Grand Canyon
Carleton OCS Spring Break 2014 Program
Faculty Director: George Vrtis

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