INSTRUCTIONS FOR APPLICATION

1. The APPLICATION should be completed by the applicant and returned to Susan Jaret McKinstry, Laird 214, no later than Friday, February 13, 2009. Please use a word processor or typewriter to complete this application.

2. The LETTERS OF REFERENCE, academic and personal, should be given to (1) a faculty member who has taught you and can assess your academic performance, motivation, and ability to work in a group and (2) another person (a second faculty member, work supervisor, adviser, etc.) who knows your personal qualities. Discuss the recommendation form with your references 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 Jaret McKinstry cannot act on any file that is incomplete.

3. A current TRANSCRIPT and a DEGREE AUDIT must be attached to this application. Download your transcript and degree audit from the Hub.

4. 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 director. 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.

5. A short personal INTERVIEW will be scheduled with Professor Jaret McKinstry. 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, personal qualities (maturity, independence, adaptability, ability to contribute to and engage with the group, flexibility, ability to deal with stress, physical stamina, conscientiousness, and a sense of humor), class year preference, and compliance with College policies.

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 Friday, March 6, 2009. The health form will be due no later than Tuesday, May 5, 2009.

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 IRISH STUDIES IN IRELAND
Professor Susan Jaret McKinstry
Summer 2009

Return your completed application to Susan Jaret McKinstry, Laird 214
no later than Friday, February 13, 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 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.
3. List by name and term other off-campus study program(s) you have gone on or intend to go on. What other programs are you applying to?
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 members who will complete your academic and personal references (see enclosed).

Essay questions:
7. Describe any international travel experience you have had. What is your previous experience with Ireland or Irish literature?
8. Why Ireland? What academic and personal goals do you have for the Ireland program? How does this particular program contribute to your major?
9. What in your background, academic program, and personality has prepared you to attain these goals? What are the challenges you might face?
10. What do you believe you would contribute to this off-campus studies group?

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 __________________________

i/seminars/09-10/ireland/1/28/2009
**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 a degree audit, available online at the Hub, to this application.

➤ Return your completed application to Susan Jaret McKinstry, Laird 214, no later than Friday, February 13, 2009
Please return this reference to Susan Jaret McKinstry, Laird 214, no later than Friday, February 13, 2009.

REFERENCE for _____________________________________

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. CRITICAL SKILLS: Assess the student’s abilities at critical reading and writing.

   /________________/_________________/______________ ____/___________________/
   no chance to observe Poor Excellent

2. DISCUSSION SKILLS: Does the student participate adequately and appropriately?

   /________________/_________________/______________ ____/___________________/
   no chance to observe Poor Excellent

3. FLEXIBILITY: How does the student adjust to new situations?

   /________________/_________________/______________ ____/___________________/
   no chance with a great deal with little or to observe of difficulty no difficulty

4. COLLEGIALITY: How easily will the student get along with other Carleton students and staff people?

   /________________/_________________/______________ ____/___________________/
   no chance with a great deal with little or to observe of difficulty no difficulty

5. STAMINA: How will the student adjust to a physically demanding schedule?

   /________________/_________________/______________ ____/___________________/
   no chance with a great deal with little or to observe of difficulty no difficulty

6. CURIOSITY: How inquisitive will the student be in both academic and non-academic settings?

   /________________/_________________/______________ ____/___________________/
   no chance Not very inquisitive Very inquisitive
   to observe
7. 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.

________________________________________________   __________________
Signature                      Date

Please print
Name ____________________________________________  Phone ______________

Please return this reference to Susan Jaret McKinstry, Laird 214, no later than Friday, February 13, 2009.
REFERENCE for _____________________________________
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 __________

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PLEASE ADD ANY COMMENTS THAT MIGHT HELP THE DIRECTOR.

Signature ______________________ Date __________

Please print ___________________________________________ Phone __________
Name ____________________________

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