

**CARLETON RUSSIAN SEMINAR IN MOSCOW**  
**Faculty Director: Diane Nemec Ignashev**  
**Spring 2011**  
**Application Deadline: Wednesday, April 28, 2010**

**INSTRUCTIONS FOR APPLICATION**

1. The **APPLICATION** should be completed by the applicant and returned to the Modern Languages Department, LDC 340, by **Wednesday, April 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) another person (work supervisor, resident adviser, high school counselor, etc.) who knows your personal qualities well. Leave the appropriate form with the individuals 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 in place by the application deadline, April 28, 2010. Professor Nemec Ignashev will not act on any file that is incomplete.
3. A **TRANSCRIPT** and **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 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 personal **INTERVIEW** will be scheduled with Professor Nemec Ignashev. Eligibility criteria that will be considered during the selection process include faculty recommendations, satisfactory completion of academic prerequisites, GPA, personal qualities (maturity, independence, 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, physical stamina), 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 September 17, 2010**. The health assessment form will be due no later than the **Friday, January 21, 2011**.

**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 RUSSIAN SEMINAR IN MOSCOW  
Professor Dian Nemec Ignashev  
Spring 2011**

**Please complete the following spaces by printing clearly:**

Name \_\_\_\_\_ Year of Graduation \_\_\_\_\_ M/F \_\_\_\_\_

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 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 members who will complete your academic and language references (see enclosed).

**Essay questions:**

6. What are your principal academic interests?
7. What are your academic and personal goals for the Moscow program? Which of your goals do you think will coincide with those of other students in the program? Which do you feel are unique to your development?
8. What things, aside from academics, do you do that would be helpful to the life of our group?
9. List any foreign travel experience you have had. Have you ever been in a homestay? Describe.
10. Have you been to Russia before? If so, under what circumstances?
11. Do you know other students who have been to Russia? What programs have they done?
12. Describe why you wish to participate in this program: how does it complement your education at Carleton? How do you intend to use your knowledge of Russia in your life beyond Carleton?
13. Describe your experience living in a family, your own or someone else's: numbers of parents; children; house or apartment; pets; smokers; variety of generations; own room or shared; commuted to school or not; curfews; meals together-- whatever mattered and will matter to you on your homestay in Moscow.

**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 OIIL's signature** **Date**

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

➔ **Return your completed application to the Modern Languages Department, LDC 340, no later than April 28, 2010.**



**CONFIDENTIAL REFERENCE FORM**  
**CARLETON RUSSIAN SEMINAR IN MOSCOW**  
Director: Professor Diane Nemec Ignashev  
Spring 2011

*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?

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

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?

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Signature

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Date

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Name (please print)

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Phone

**Please return this form to the Modern Languages Department  
Office, LDC 340, no later than April 28, 2010.**

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