

Women's College Exchange Program Application for an Academic Leave

Please submit this application, a faculty recommendation, resume, and official transcript to the Office of Academic Deans. Deadlines are as follows:

Mills College: February 1 for the fall semester, September 15 for the spring semester

Spelman College: February 1 for either semester of the following academic year

MOUNT HOLYOKE

Office of Academic Deans

300 Mary Lyon Hall

(t) 413-538-2855

(f) 413-538-2584

Institution you wish to attend

Semester

Academic Year

Last Name

First Name

Class Year

Email*

Phone Number

**Official notifications about the status of your application will be sent to your MHC email account.*

Local Address

Permanent
Address

Major

Minor

Faculty Advisor

Tentative course schedule.

If you intend for a course to count toward your major, or other College requirement, it is your responsibility to make sure it is acceptable to the appropriate department. Be sure to complete a Permission Form, available from the Registrar's Office, for such courses.

Semester:

Course Number	Course Title	Course to count toward major?
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
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Semester:

Course Number	Course Title	Course to count toward major?
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If applicable, please comment on possible alternate courses or if there are any courses which, if not offered, would prevent your attending.

List all requirements (including distribution, major, minor, PE. etc) to be completed upon return to Mount Holyoke.

Please state briefly (500 words or less) your reasons for wanting to take part in the Exchange Program. Be specific about how it will further your educational goals. You may attach an additional sheet if necessary.

I hereby authorize the exchange of my educational records between my home and host institutions. I understand that I may obtain, on written request, copies of any materials exchanged.

Student's Signature _____ Date _____

Advisor's Approval

You must obtain the signature of your faculty advisor, indicating that you have discussed your plans and that it should be possible for you to complete the major and all other requirements upon your return to Mount Holyoke. If you are planning to double major, you must have both advisors' signatures.

Advisor's Signature _____ Date _____