



APPLICATION FOR LAUREL FELLOWSHIPS FOR OFF-CAMPUS STUDY IN 2009-2010

NOTE EARLY DEADLINES (and see below for additional forms required):

For study abroad, American University Washington Semester Programs, and the Marine Biological Laboratory Semester in Environmental Science (these deadlines apply to **all** Mount Holyoke programs and exchanges abroad, including those for which Laurel Fellowships are guaranteed, as well as other programs and universities abroad):

December 5, 2008 For Fall 2009 or Academic Year 2009-2010

March 31, 2009 For Spring 2010

For the Twelve College Exchange:

December 15, 2008 For Fall 2009 or Spring 2010

APPLICATION INSTRUCTIONS

Mount Holyoke offers the Laurel Fellowships for Off-Campus Study to qualified students for study abroad, the Twelve College Exchange, the American University Washington Semester Programs, and the Marine Biological Laboratory (MBL) Semester in Environmental Science program in Woods Hole. All Laurel Fellowships are for a semester or academic year (not summer or J-Term). You must submit the appropriate application for study away along with the Laurel Fellowship application (see the Application Checklist for details).

Please read this application in conjunction with our web pages for a full description of financial aid policies and Laurel Fellowship requirements. The Laurel Fellowships substitute for the need-based aid that students receive here, and are the only form of financial assistance offered by Mount Holyoke for study away. Students who do not apply, or who apply but do not receive an award, will not be eligible for any grant or loan assistance from Mount Holyoke. Students who are not awarded Laurel Fellowships for study away but who qualify on academic grounds for leave of absence will still be eligible for leave, but will be expected to finance their program themselves; eligible students may use federal funds (i.e., federal direct student loan and Pell Grant) regardless of whether they receive a Laurel Fellowship from Mount Holyoke.

LAUREL FELLOWSHIP CRITERIA

Laurel Fellowships are awarded on a competitive basis, but the vast majority of applicants are successful. **Last year, 93% of applicants were approved for funding** (up from 85% the previous year). Mount Holyoke College is committed to providing financial support to more students, and to encouraging students from all backgrounds and disciplines to consider studying abroad.

Students must clearly demonstrate how study abroad or on one of the designated U.S. programs is integrated into their overall educational plan. Students' goals often are related to their major or minor, but they may also include improving language proficiency, pursuing interests outside of the major or minor, learning about a different culture, broadening perspectives, etc. Each application is evaluated on its own merits, taking into account the following criteria and restrictions:

- Appropriateness of location/program choice to the stated goals
- Academic record (no priority or preference is given solely on the basis of GPA)
- Level of preparation (including language proficiency, if applicable)
- Laurel Fellowship funding generally will be limited to one semester for any student who studies in an English-speaking developed country and for every international student. These limitations will not apply if the student's educational program clearly warrants a full year or if she is selected for one of our own programs or exchanges that is offered only on a full-year basis.
- Special consideration generally will be given to a student who has never before studied abroad or lived in another country for an extended period of time, who is majoring in a subject that is under-represented in study abroad (e.g., physics), or who plans to study in a non-Western or developing country.
- Students who have already had extensive experience abroad are not at a disadvantage, but will be expected to articulate goals related closely to their academic program rather than to the general benefits of learning about another culture.
- International students generally will not be funded for study in their home country or region.
- Laurel Fellowships will not be awarded for study away in a student's final semester.
- Laurel Fellowships for study abroad will be awarded only for **“bolded” programs** (see below).

ADVICE ON PREPARING YOUR APPLICATION

The study proposal is a critical part of the application. You should state clearly how study at the programs/universities you have selected is relevant to your overall educational program at Mount Holyoke. Be specific about your goals and how you expect to achieve them. Goals may be related to your major or minor, but may also include improving language proficiency, pursuing interests outside the major or minor, learning about a place or culture very different from your own, etc. Avoid clichés, such as being “in love” with a country or language. Do not focus on the general benefits of studying away, such as the opportunity to experience a coed environment, or to travel; these may be factors in your decision to apply, but they are not directly connected to your educational program.

Deadlines are firm! Late applications will automatically be put at the bottom of the list for consideration only in the unlikely event that funds remain available after all other qualified applicants have been funded.

"BOLDED" PROGRAMS (for study abroad only)

Students who are applying for study abroad must apply for “bolded” programs. Bolded programs are high quality programs that are competitively priced for their location. Our use of bolded programs has enabled us to fund many more students for study abroad than we otherwise could, and it remains our priority to send as many students abroad as possible, on good programs that will meet their needs. In the absence of any compelling academic reason for an exception, you will be approved only for a bolded program if you are awarded a Laurel Fellowship. Be clear in your application about your reasons for preferring any particular program. We try to honor students’ preferences, but cannot guarantee to fund your first-choice program. In addition, to support our goal to fund as many students as possible to study abroad, we may approve and fund you for a program other than those listed on your application if we believe that you have overlooked a suitable “bolded” program or exchange. If you have a compelling reason to study in a country for which there is no bolded program listed, you should consult with the Dean of International Studies about suitable options.

PROGRAM BUDGET

You must submit a budget for each of the programs to which you are applying; we will use this information to estimate your financial aid eligibility for study away. See the “Program Budget” form for instructions and further information.

CALCULATING LAUREL FELLOWSHIP ELIGIBILITY

We expect Laurel Fellowship recipients to make the same family contribution toward study away as if they were here, and to carry the appropriate outside loans and grants for which they are eligible. As with Mount Holyoke financial aid, Laurel Fellowships are intended to cover the difference between your own resources and the cost of your program, up to the amount of aid that you would have received for study on campus.

Student Financial Services will provide information about your current financial aid so that we can estimate your financial eligibility for your program and therefore for a Laurel Fellowship. We estimate next year’s financial eligibility on the basis of this year’s family contribution because, in general, the family contribution is similar from year to year unless there is a significant change in a family’s situation. If you anticipate such a change, please complete the “**Notification of Change in Family Circumstances**” form and consult with one of the counselors in Student Financial Services for advice about whether the change is likely to affect your financial aid eligibility. Please note that you should not complete this form unless you anticipate major changes in family circumstances. International students should not complete this form as their family contribution is fixed at the time of their admission to the College and cannot be changed regardless of family circumstances.

Students who apply in December will be notified early in the second semester whether they have been approved for a Laurel Fellowship; students who apply in March will be notified in April or May. All students must complete the same financial aid application process as in previous years for Student Financial Services to determine the amount of funding they will receive. (International students do not need to reapply because their family contribution is fixed at the time of their admission.) The amount of your family contribution will be calculated exactly the same way as if you were remaining on campus. Your budget for study away will be based on a final budget submitted by your program.

Important: remember that Laurel funding is dependent on level of need. If you are approved for a Laurel Fellowship and your actual computed family contribution (plus outside resources) meets or exceeds your final program budget, you will not be eligible to receive any Laurel funding.

OTHER SOURCES OF FUNDING

We strongly encourage all students to apply for other sources of funding as well; see the Outside Scholarships page on our website. In particular, we expect all eligible students to apply for the Benjamin A. Gilman Scholarship (open to students who receive federal Pell grant funding) and the Freeman/ASIA Awards (open to US citizens and permanent residents for study in East and Southeast Asia).



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APPLICATION CHECKLIST

Submit this checklist together with all of the required application materials noted below (except for the faculty recommendation, which will be submitted on-line). Submit all documents to the McCulloch Center for Global Initiatives, 102 Porter Hall, by 5:00 p.m. on the appropriate deadline. It is your responsibility to ensure that all materials, including the recommendation, are received on time.

Name _____ Class _____ CID (ISIS) Number _____

- Applying for
- Study Abroad
 - Twelve College Exchange
 - American University Washington Semester Program
 - Marine Biological Laboratory Semester in Environmental Science Program

FOR STUDY ABROAD, AMERICAN UNIVERSITY WASHINGTON SEMESTER, AND MBL SEMESTER PROGRAM

Deadlines: **December 5, 2008** for Fall 2009 or Academic Year 2009-2010
 March 31, 2009 for Spring 2010

- The appropriate application for academic leave of absence, including the Study Proposal and (for study abroad) Liability Waiver:**
Request to Study Abroad, for all study abroad, **OR**
Academic Leave of Absence Form, for American University or MBL
- Letter of Recommendation** from a faculty member in your major (faculty should submit this recommendation on-line; see the link from <http://www.mtholyoke.edu/global/11247.shtml>)
- Program Budget**
- Notification of Change in Family Circumstances** (*if applicable*)
 - Check here if not applicable

FOR TWELVE COLLEGE EXCHANGE

Deadline: **December 15, 2008** for Fall 2009 or Spring 2010

- Twelve College Exchange Application Form, including the Study Proposal** (original and two photocopies)
- Letter of Recommendation** from a faculty member in your major (faculty should submit this recommendation on-line; see the link from <http://www.mtholyoke.edu/global/11247.shtml>)
- Program Budget**
- Notification of Change in Family Circumstances** (*if applicable*)
 - Check here if not applicable



McCulloch Center for Global Initiatives

APPLICATION FOR LAUREL FELLOWSHIPS FOR OFF-CAMPUS STUDY IN 2009-2010

Program Budget

Submit this form to the McCulloch Center for Global Initiatives, 102 Porter Hall, by 5:00 p.m. on the appropriate deadline.

Name _____ Class _____ CID (ISIS) Number _____

List below the tentative budget for each of your program choices and provide the URL at which you obtained the information. You do not need to submit a budget for Mount Holyoke programs and exchanges abroad.

Be sure that the budget includes tuition and fees, room and board, and estimates for personal expenses and books. We will use the tentative budget to estimate your need eligibility, but if you are awarded a Laurel Fellowship, the actual amount of your aid will be based on a final budget submitted at a later date by your program. Nevertheless, your estimated budget should be as accurate and complete as possible. Awards for study abroad will include a contribution toward round-trip airfare between the US point of departure and the host country. Transportation is not included for US programs. Awards will also include an allowance toward books and personal expenses comparable to the one provided here.

You do not need to break down tuition, room, and board costs if the program lists them as a lump sum, but in that case you should specify what the program fee covers. List expenses in *US dollars*. If a program sets fees in a foreign currency, indicate the currency and the rate of exchange you used to calculate the dollar amounts (US\$ = _____).

	1 st choice	2 nd choice	3 rd choice
Name of program/university			
Period of study (e.g., Fall '09)			
Tuition/program fee			
Other required fees			
Room and board (if not included in tuition or fees; room costs should be for standard/double room)			
Local transportation (if accommodations not within walking distance of classes)			
Round trip airfare * (if not included in tuition or fees)			
Books and personal expenses			
Other (specify)			
MHC Fee (\$750 per semester, for study abroad only)			
Total			
URL			

* Mount Holyoke uses these amounts as allowances toward airfare:

\$600	Central America and Caribbean	\$1,500	Asia, Africa, Middle East, Oceania
\$1,200	South America	\$850	Europe



APPLICATION FOR LAUREL FELLOWSHIPS FOR OFF-CAMPUS STUDY

Notification of Change in Family Circumstances

Submit this form (if applicable) to the McCulloch Center for Global Initiatives, 102 Porter Hall, by 5:00 p.m. on the appropriate deadline.

Name _____ Class _____

E-mail _____ CID (ISIS) Number _____ P.O. Box _____

Complete this form only if you anticipate a significant change in your family circumstances that may affect your family contribution for next year. If you are approved for a Laurel Fellowship, you will need to file all of the financial aid forms that would be required if you were remaining on campus, according to the usual reapplication process.

International students should not complete this form; their family contribution is fixed at the time of their admission to the College and will not be changed to reflect changes in family circumstances.

Please check off any item that applies, and provide detailed information regarding the change. **You should also consult with a counselor in Student Financial Services for information about whether this change is likely to affect your financial aid eligibility.**

If none of the changes below relates to your family situation, you do not need to complete this form, and you can expect the family contribution to be reflective of the year before.

- Fewer or more dependent children in your family household.
* Attach a list identifying people in your household.
- Fewer or more dependent children attending undergraduate college.
* List family members in the household who will be attending college during the 2009-2010 academic year at least half time. Give the name of the college or university each person will be attending.
- Significant** increase or decrease in family income (**at least 15%**)
* Provide documentation of estimated 2008 income.
- Significant** increase or decrease in family assets.
* Provide documentation of asset changes from previous year.