

GRINNELL-IN-WASHINGTON DC FALL 2010

Application & Application Instructions

DEADLINE: 5PM on January 29, 2010

NAME: _____

Please check off each of the items below to indicate that you have successfully completed that part of the application. Attach each item to this first page in the order listed below:

- √ _____ **Checklist (this page)**
- √ _____ **On-Line Application (print off)**
- √ _____ **GIW Application**
- √ _____ **Rationale**
- √ _____ **WII Information**
- √ _____ **Waiver (2 sides)**

Remove the application instructions and return the original to the OCS office in person, together with five photocopies.

This document includes both the application for GIW and the instructions for filling out this application. Please read the instructions carefully. Also, read the Off-Campus Study Handbook, the Grinnell-in-Washington DC Student Handbook and review the GIW web site (<http://www.grinnell.edu/academic/giw/>) before filling out this application. You will need to meet with some or all of the following people: Professor Monty Roper (GIW adviser), major adviser, concentration adviser, and two faculty from whom you will request recommendations. Please do not wait until January to begin work on your application.

If you have questions about the application, please contact Neela Nandyal, Assistant Director of Off-Campus Study at nandyaln@grinnell.edu.

***Please note that you **should not** submit an OCS application in addition to your GIW application. ***

PERSONAL INFORMATION

Major

Although you may submit this application without declaring a major, discussing GIW with a professor in your intended major department is an important part of sound academic planning. If you have not declared a major by the application deadline, your four-year plan must reflect an intended major and be signed by both your current adviser and a professor from your intended major department, ideally your intended adviser. If you subsequently decide to major in another subject, even after receiving approval to study off campus, you will be free to update your application at that time.

COURSEWORK

Fall 2010 students will take the following courses for a total of 16 credits:

GDS 295: Washington and US Aid for Developing Countries

(Roper), 4 credits, prerequisites: none.

This course will examine the role of Washington DC in international development assistance. The course will begin with a brief consideration of the meaning of development and underdevelopment and its historical trends. We will then consider the roles of various key players (e.g. World Bank, IMF, NGOs) situated in Washington, how Washington serves as a space for their interrelations, and how they are affected by US Policy. The course will then consider how and why US policy concerning the developing world has changed over time and how this has affected the practice of development. Finally, the course will examine several major current themes in international development, focusing on the roles of US Policy and Washington-based organizations.

POL 295: Contextual Policy Making

(staff), 4 credits, prerequisites: none. This course will introduce the political and organizational nature of policy making using an applied interdisciplinary approach, taking advantage of the resources available in Washington, D.C. Various approaches to public policy making will be discussed and analyzed using current policy issues of interest to the students on the program. The course will provide students with analytic tools to use in their internship and to use as a foundation for understanding the politics of policy making.

SST 300: Internship

(Roper), 4 credits, prerequisites: none. Each student will intern four days a week (approximately 32 hours per week) for 12 weeks. Beginning in the spring prior to going off-campus, students will work with an internship coordinator to secure an internship which matches their interests and skills.

ST 295: Organizational Life and Decision-Making in DC

(Roper), 4 credits, prerequisites: none. This course includes readings and discussions on how organizations operate and how decisions are made in Washington, DC as well as reflections on students' experiences as interns in Washington-based organizations. Students will analyze readings, share questions and insights from internship journals, develop portfolios of internship projects, and write a reflective paper (at the end of the semester) on their internship host organizations using informal ethnographic case study techniques.

RECOMMENDATION FORMS

Please fill out the top portion of the recommendation forms included in this application and give them to two faculty members from whom you have taken classes. It isn't required that they be from your major or intended major department. Your recommenders will return your recommendations directly to the Off-Campus Study Office. Please be sure to give them the forms at least ten days in advance of the application deadline.

APPROVAL SIGNATURES

Grinnell-in-Washington DC Adviser: The GIW program adviser is Professor Monty Roper. Contact Professor Roper by email (roperjm@grinnell.edu) to make an appointment to discuss your application to the program.

WII REQUIREMENTS

Grinnell College program works closely with the Washington Internship Institute to create the GIW Program. WII provides classroom space, an orientation in DC, and internship placement. Please fill out and sign this form for WII. A copy of this form will also be given to the GIW Director in case of emergency.

PLANNING FOR OFF-CAMPUS STUDY

Make an appointment with your **academic adviser** to develop a four-year plan of study at Grinnell. The Board is interested in both the breadth and depth of your academic program. Your program of study will be carefully evaluated with respect to the principles of a strong liberal arts education.

Please fill in the 4-year plan sheet, with GIW in the fall semester of either your junior or senior year, whichever is appropriate.

NOTE: If your four-year plan indicates an intention to graduate in fewer than eight semesters, you must have been approved for accelerated ("early") graduation before final approval to study off campus can be granted. If you submit your application for GIW without prior permission to graduate early, your approval to study off campus will be made conditional upon such permission being granted.

RATIONALE

Your written academic rationale for studying off campus is a very important. Follow the directions in this section of the application carefully and state the rationale behind your proposal to study on GIW. Your essay will be closely considered - along with recommendations, GPA, and four-year plan - in approving your application .

INTERNSHIP

To apply for an internship, simply complete section 5 of the rationale. Your application will be reviewed in February and if you are accepted to the program, you will receive an acceptance packet in March. Your acceptance packet will contain a one page internship application that requests that you write two essays and polish your résumé. You will be given suggestions on what a successful application includes, directions to visit both the Career Development Office and the Writing Lab, and a deadline for these items to be submitted to OCS. You will receive more instruction on internships at orientation in April.

WAIVER FORMS

NOTE: This form requires the signature of a parent or guardian.

Attached to this application is the **Grinnell College Waiver, Release, and Indemnification Agreement**. All students applying to study off campus are required to submit a copy signed by both the student and the parent/guardian. The agreement must be submitted together with your GIW application. Applications submitted without a signed agreement will be considered incomplete and cannot be reviewed by the OCS Board. When you have discussed GIW with your parent(s) or guardian(s) and obtained a signature on the waiver form, please sign it yourself and turn it in with your GIW application. Normally, the agreement should be brought to the OCS office together with your application, but if your parent(s) or guardian(s) wish to fax the form, faxed copies are acceptable. (If necessary, two copies of the form may be submitted, one signed by the student and the other by the parent or guardian.) **OCS Office fax: 641-269-4718.** When filling out the form, for 'Program' please list Grinnell-in-Washington DC Fall 2010. For length of Program, please list Aug -Dec 2010.

ON-LINE PORTION OF APPLICATION

You must fill out an online portion of the OCS application at <http://www.grinnell.edu/offices/ocs/application/>. When you have completed the on-line form, **attach a printout of the information you've entered to the front of this application.**

Applying to Grinnell-in-London or Grinnell-in-Washington as a first or second choice program? Applying for GIL or GIW plus a spring OCS program? Please see below for directions.

Applying to GIL or GIW as your first choice:

Complete the GIL or GIW application. You do not need to submit an OCS application.

Applying for GIL or GIW as your second choice:

Complete the OCS application. Fill out the fall semester sections of the OCS application for GIL or GIW. You do not need to submit a GIL or GIW application.

Applying for a full year off-campus (GIL or GIW as the fall semester choice, plus a spring OCS program):

1. Make an appointment to discuss your plan with either Neela Nandyal or Richard Bright.
2. Complete the GIL or GIW application, and list your spring OCS program choice in section II of the application.
3. Complete the following sections of the OCS application:
 - First page. You need only one signature, that of the Program Adviser for your non-GIL/GIW program.
 - Spring four-year plan, signed by your adviser if you have declared or, if you have not declared, by a professor in your intended major department.
 - Spring OCS course plan.
 - Rationale essay. You may use the same rationale essay for both applications.
4. Arrange for the following recommendations to be sent to the OCS office:
 - 2 OCS recommendation forms. Each recommendation form should list GIL or GIW under “ Fall 2010 Program” and your spring OCS program choice under “Spring 2011 Program.” You do not need to submit the recommendation forms attached to the GIL and GIW applications.
 - A letter of support from your major adviser or intended major adviser. This letter should specifically address your plans to spend a full year off-campus, and how they fit into your four-year plan.