

SKIDMORE IN BEIJING **APPLICATION INSTRUCTIONS**

Office of International Programs
Skidmore College
815 North Broadway, Starbuck 202
Saratoga Springs, NY 12866
p. (518) 580-5355
f. (518) 580-5359
oip@skidmore.edu

Application Deadline: March 15

NOTE: Incomplete applications will NOT be considered.

ELIGIBILITY REQUIREMENTS:

Preference is given to applicants with at least second-semester sophomore standing who also meet the following requirements:

- A minimum 3.0 cumulative GPA. Applicants from Skidmore with less than a 3.0 will be considered on an individual basis depending on qualifications and available space. Students must:
 - Submit a letter explaining their academic history.
 - Meet with a Program Coordinator in the Office of International Programs.
- Oral and written proficiency of Mandarin Chinese equal to one year of language study at Skidmore College (FC101 Elementary Chinese I and FC 102 Elementary Chinese II). Students may meet this language requirement in one of the following ways:
 1. Successfully complete FC101 Elementary Chinese I and FC 102 Elementary Chinese II at Skidmore College or approved equivalent at another institution
 2. Demonstrate oral and written proficiency at the FC 102 Elementary Chinese II equivalency or higher, based on the results of the Skidmore College Chinese Literacy Test.
 3. Successfully complete a pre-approved summer intensive Mandarin language program. A list of pre-approved summer programs is available from Skidmore College's Office of International Programs or from Skidmore College's Foreign Languages and Literatures Department.
- Course work in Chinese culture and/or history is recommended.
- Ability to demonstrate, through personal essay and recommendations, the level of maturity and self-motivation needed to succeed abroad
- Skidmore students who are second-semester sophomores at the time of application must declare a major PRIOR TO applying.
- In addition, a student's social standing, quality of essays, demonstrable verbal and written skills in Chinese, maturity, and faculty recommendations will all be considered in reviewing this application.

Students who will not have junior-class standing when participating in the program must attend a mandatory advising session with an advisor in the Office of International Programs. After this initial meeting students are required to:

- Submit a one page letter explaining why they want to study abroad outside of the junior year. Students need to indicate in the letter what their academic plans are for the remainder of their time at Skidmore.
- Submit a letter of faculty support (preferably from the instructor of the student's Scribner Seminar).

(OVER)

INSTRUCTIONS:

Please type or print clearly and return the following materials to the Office of International Programs (OIP) by March 15. Incomplete applications will NOT be considered.

1. **Application for Study Abroad:** Complete application and sign as needed. Obtain all applicable faculty signature, including that of your advisor.
2. **Academic Recommendation and Language Assessment:** These should be completed by two different instructors. We suggest you ask your current professor of Chinese language to complete the Language Assessment.
3. **Transcript:** The Office of International Programs will obtain transcripts for all Skidmore students. Non-Skidmore students must have an official transcript sent to Skidmore's Office of International Programs.
4. **Degree Audit:** Skidmore students must complete and attach a Degree Audit. Degree audits can be completed through the Registrar's Office webpage at: <http://www.skidmore.edu//registrar/regoff.html>.
5. **Photos (3)** Passport size. Note -- after acceptance you will need an additional photo for your International ID Card (ISIC).
6. **Copy of your passport:** It should be a clear, legible copy of the first two pages of your passport that give the passport number, photo, etc. If you do not yet have a passport, or if your passport will become invalid within six months of the end of your program, please apply for one or renew immediately.
7. **Program Approval Form:** This is for non-Skidmore students ONLY. Please have your dean or director of international programs complete this form and return it to the Skidmore Office of International Programs.
8. **Application Fee:** Send a check for \$25.00 to the Office of International Programs made out to "Skidmore College". Please include "Skidmore in Beijing – Application Fee" in the memo line of the check. The fee is non-refundable.