



**2018-19 COLLEGE LANGUAGE ASSOCIATION
CAROLL MILLS YOUNG STUDY ABROAD SCHOLARSHIP
GUIDELINES**

DESCRIPTION

The CLA Carroll Mills Young Study Abroad Scholarship is designed to support students at member institutions who want to participate in a study abroad program. The scholarship is open to any student who meets eligibility requirements and is presently attending a CLA college or university. A CLA college or university is one where a member of the College Language Association is presently employed or is a retiree.

Each application must be verified and signed by a faculty sponsor who is a current financial member of the College Language Association. Complete applications must be **RECEIVED** by **5 p.m. EST on Friday, October 19, 2018** for study abroad in winter 2018-19 or spring 2019 or by **5 p.m. EST on Friday, February 8, 2019** for study abroad in summer or fall 2019. The paper copy must be sent to:

Dr. Marveta Ryan-Sams
Chair, CLA Study Abroad Scholarship Committee
465 Sutton Hall, 1011 South Drive
Indiana University of Pennsylvania
Indiana, PA 15705

The PDF copy of the application packet must be emailed to **clastudyabroadscholarship@gmail.com**. Please send any **QUESTIONS** to **mmryan@iup.edu**.

ELIGIBILITY

Each candidate must exemplify high academic achievement and a desire to enhance his or her proficiency in the target language and/or his or her understanding of the country's culture.

If the candidate will be studying a language other than English or will have instruction given in a language other than English during study abroad, that candidate must have:

- a. already completed** (by the date of application) at least 6 credits of college-level study of the language of the country where the study abroad will take place. (These credits must appear on the transcript.)
- b.** an overall GPA of at least 3.0/4.0 in courses of that language
- c.** an overall GPA of at least 2.5/4.0

If the candidate will be taking courses taught in English during study abroad and will not be studying another language, that candidate must have:

- an overall GPA of at least 2.75/4.0

APPLICATION REQUIREMENTS:

It is recommended that you print or download the application and legibly complete it by hand and/or by computer in black ink. The application must include one paper copy (collated and paper-clipped) and one scanned PDF copy of the complete application packet, each of which contains the following in this order:

1. one copy of the application checklist, signed by the CLA faculty sponsor
2. a completed application form
3. a letter of acceptance into an established study abroad program where a student will participate during winter 2018-19, or spring, summer, or fall 2019. (If the student has applied to the program, but not yet received a letter of acceptance, the student should provide a letter from the program stating that he or she has applied and when the decisions will be made.)
4. a transcript (the hard copy must be official; the scanned copy in the PDF may be unofficial)
5. an essay of 450-500 words. The essay must be typed, double spaced, on 8.5 x 11-inch white paper. The essay must specifically
 - a. explain the student's reasons for studying a foreign language and/or culture and for planning to study abroad,
 - b. describe how the study abroad experience will enhance the student's academic studies and career preparation; and
 - c. explain why he or she deserves the scholarship.
6. three completed reference forms, each with a SIGNED one-page recommendation letter attached, from each of the following persons:
 - a. an instructor of the target language (other than English) if the student will be studying that language abroad
 - b. an instructor/professor other than that of the target language, **or two such instructors** if the student will be taking courses taught in English and not studying another language while abroad.
 - c. one who can speak on the applicant's character, i.e., a community leader, an advisor, a minister, etc.

NOTIFICATION AND ANNOUNCEMENT OF SCHOLARSHIP RECIPIENTS:

Applicants for and recipients of the award will be notified by email and/or by telephone no later than **Friday, November 9, 2018 for the October competition** or by **Monday, March 11, 2019 for the February competition**.

All awards will be announced at the annual College Language Association Banquet in March or April 2019 at the convention venue. Winners are not required to be present, but faculty sponsors are encouraged to attend. Winners' names may be published in the *CLA Journal* in the year of the award.

POLICY ON DEFERMENT OF SCHOLARSHIP

If a student is selected for the scholarship but must defer participation in a study abroad program, that student will only be able to receive the scholarship for participation at a later date in an established study abroad program.



**THE COLLEGE LANGUAGE ASSOCIATION
CAROLL MILLS YOUNG STUDY ABROAD SCHOLARSHIP**

**2018-19 CHECKLIST for ELIGIBILITY AND APPLICATION
TO BE COMPLETED BY THE SPONSORING CLA FACULTY MEMBER
(Please include one copy of this document with the application.)**

APPLICANT _____

Name of college or university _____

If studying (in) another language abroad, the applicant has

- | | | |
|--|-----|----|
| 1. already completed 6 credits of college-level language study by the date of the application | yes | no |
| 2. an overall GPA in language courses of at least 3.0/4.0: | yes | no |
| 3. an overall GPA of at least 2.5/4.0: | yes | no |

If instruction in the study abroad program will be in English and the applicant will not be studying another language, the applicant has

- | | | |
|--|-----|----|
| • an overall GPA of at least 2.75/4.0: | yes | no |
|--|-----|----|

The application is COLLATED into one paper packet which will be scanned into a PDF and which includes following:

- | | | |
|--|-----|----|
| 1. this checklist signed by the CLA faculty sponsor | yes | no |
| 2. a completed application form with the sponsor's signature | yes | no |
| 3. an acceptance letter to an established study abroad program | yes | no |
| 4. three reference forms each with a one-page letter, by each of the persons described in the guidelines | yes | no |
| 5. an official transcript (Scanned transcript may be unofficial.) | yes | no |
| 6. an essay of 450-500 words on the given topic | yes | no |

Sponsor's name (please print) _____

Sponsor's signature _____



**2018-19 COLLEGE LANGUAGE ASSOCIATION
CAROLL MILLS YOUNG STUDY ABROAD SCHOLARSHIP
APPLICATION PACKET**

www.clascholars.org

Application must be received by 5 p.m. EST on Friday, October 19, 2018 for study abroad in winter 2018-19 or spring 2019, or by 5 p.m. EST on Friday, February 8, 2019 for study abroad in summer or fall 2019.

Please type or print legibly in black ink and prepare **one paper and one scanned PDF packet**. Each packet must contain *the checklist signed by the CLA sponsor, the application signed by the sponsor, the letter of acceptance to a program, the essay, three reference forms and letters, and the transcript*. **The paper copy of the packet must contain an original official transcript. Email the PDF to clastudyabroadscholarship@gmail.com. Mail the paper copy to:**

Dr. Marveta Ryan-Sams
Chair, CLA Study Abroad Scholarship Committee
Indiana University of Pennsylvania
465 Sutton Hall, 1011 South Drive
Indiana, PA 15705

Name _____ Phone () _____
Last, First Middle area code

Applicant's email address: _____

Applicant's Home Institution _____

Applicant's Campus Address _____
Street

City _____ State _____ Zip code _____

Applicant's Permanent Address _____
Street

City _____ State _____ Zip code _____

Class standing: _____ freshman _____ sophomore _____ junior _____ senior

Major _____ Minor _____

Cumulative GPA _____ Foreign Language GPA if applicable _____

Name of the study abroad program and its sponsoring organization or university:

Cost of Program _____ City and Country in which you plan to study _____

Check the term for the academic year 2018-2019 in which you intend to study abroad:

1. _____ Winter 2018-19 2. _____ Spring 2019 3. _____ Summer 2019 4. _____ Fall 2019

Have you ever traveled outside the United States? _____ **NO** _____ **YES**. If so, when, where, how long, and why?

Sponsor's name (a current financial CLA member) _____

Home Address _____
(City) (State) (Zip code)

Business Address _____
(City) (State) (Zip code)

Telephone (Work) _____ (Home) _____

Email address: _____

I verify that I am a current financial member of the CLA, that the applicant is eligible to compete, and that the application is true, accurate, and complete.

Sponsor's signature _____ **Date** _____

***PLEASE NOTE: Applications signed by sponsors who are not currently financial members will not be considered. The sponsor should also COMPLETE AND SIGN the checklist to make sure that the applicant is eligible and that the application is complete.**

