



Application for 2023 Costa Rica Study-Abroad Scholarship

Instructions

Please review information about the Costa Rica study abroad program at:

<https://bhcc-costarica.info>

Download the PDF application file at: bhcc.edu/studyabroad or bhcc-costarica.info

1. There are three parts to the application PDF file
 - a. Application
 - b. Statements of Understanding
 - c. Two reference forms
2. **Download the PDF application file to your computer to fill out electronically. Hand written applications will not be accepted.**
3. You must have Adobe Acrobat® Reader or Foxit® Reader to be able to fill out this application electronically. <https://get.adobe.com/reader/> <https://www.foxit.com/pdf-reader/>
4. Required fields to fill in are highlighted. Select field and type in your information. For check boxes just click inside box.
5. You only need to input your information on the first reference form. Your information will automatically fill in the other reference form.
6. Save your completed application file to your computer for your records.
7. Print out a copy of the completed application and “Costa Rica Statement of Understanding” and submit to the **International Center (E236)** on or before the application deadline.
8. Attach a copy of your “Statement of Purpose” (personal essay- **2 page maximum**) and a copy of your BHCC transcript (unofficial copy accepted).
9. Provide each of your references with a filled-out hard copy of your reference form. Be sure your signature is on the forms. Inform your references that they must return their reference directly to the International Center (E236) or provide you the reference in a sealed envelope with their signature written across the envelope seal.
10. Be sure to sign and date the application form and Statement of Understanding. If you are under 18 years of age your parent or guardian must also sign. Incomplete application material will disqualify you from consideration.
11. If you have questions or have problems filling out this application please contact the International Center office (617-228-2460) or Professor Steeper (rsteeper@bhcc.edu)
12. Interviews for selected finalists will be held the first week in December

Deadline for submitting your application, essay, transcripts, Statement of Understanding, and your two references is

Friday November 18, 2022 by 5:00 p.m.
Only complete applications will be reviewed

BHCC Study Abroad Scholarship Program

What are study abroad scholarships?

The BHCC Student Government Association and Bunker Hill Community College have provided funds to enable students to study in another country, to experience a culture different from their own, and earn college academic credits. Programs in 17 countries are available, and students can choose the program of greatest interest to them. The scholarship covers 80% of the total cost of the study abroad program selected. Approximately 35 scholarships are awarded each academic year contingent on the amount of funding available.

Faculty, staff and interested community members are also invited to take part in study abroad programs, although scholarships are available only to qualified BHCC students.

Am I eligible for a scholarship to participate in the BHCC Costa Rica study abroad program? *To qualify for scholarship consideration you must:*

- Be matriculated in a BHCC degree or certificate program in Fall 2022 and Spring 2023 semesters.
- Have completed by the end of the Fall 2022 semester 12 college-level credits of study at BHCC (*does not include transfer credits*).
- Have a G.P.A. of 2.50 or higher after the completion of the Fall 2022 semester.
- Remain in good academic standing throughout the Spring 2023 semester or your scholarship will be forfeited.

How are scholarship recipients chosen?

A College-wide committee of faculty, staff, and former scholarship recipients select the students to be awarded scholarships. Each committee member rates applications as follows: Statement of Purpose (30 points), References (10 points), Academic Record (five points), and Overall Impression (five points).

Members of the selection committee then interview eligible applicants. The interview is worth 50 points. Applicants' total scores (application average plus interview average) are ranked. The final selection of scholarship recipients is based upon ranking order (top overall scores). Applicants that fall below the cut-off score may be selected as an alternate and awarded a scholarship in the event that a scholarship recipient is unable to meet his or her academic requirements or is unable to satisfy other obligations of the study abroad program.

Students awarded scholarships will be notified during the first week of January 2023. The decisions of the selection committee are final.

2023 Costa Rica scholarship application submission deadline is

Friday November 18, 2022 5:00 p.m.

Submit completed application to the International Center E236



2023 BHCC COSTA RICA SCHOLARSHIP APPLICATION

Application Deadline: November 18, 2022 5:00 p.m., Room E236 (International Center)
You must fill out this application electronically and print a copy to submit. Hand written applications will not be accepted.

You must submit:

- Signed application form and signed Costa Rica Statement of Understanding
- Copy of BHCC transcript Statement of purpose (Maximum - 2 pages) Two references (including 1 BHCC faculty)
Send PDF reference form to your referees.

I. Personal Information:

Last Name: _____ First Name: _____ Middle Initial _____

BHCC ID # _____

Citizenship: _____ Passport # if available: _____

If not a U.S. citizen, are you a permanent U.S. resident F-1 visa student other

Degree program: _____ Current BHCC GPA: _____ Number of BHCC college-level credits completed: _____

II. Program Choice: Costa Rica - May 21, 2023 - June 2, 2023

III. Contact Information

Telephone: Home _____ Cell _____ Work _____

BHCC student email (required): _____ Personal email: _____

Street Address: _____ Box/Apt. # _____

City: _____ State: _____ Zip Code: _____

IV. Academic and Other Information

You are required to submit a BHCC transcript. In addition, please attach copies of any prior transcripts, and/or complete the following information about any PREVIOUS colleges you may have attended.

	Name of Institution	Dates (from/to)	Major	GPA	Total Credits
1.	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____

Please list any extracurricular activities, honors, or leadership roles you have participated in while at BHCC:

Please list any other commitments you have outside of BHCC, including work or family obligations.

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V. Intercultural Experiences

Intercultural experience does not automatically improve or reduce your chances of receiving a scholarship.

Language Experience: If you have some proficiency with Spanish indicate below. (*A proficiency in Spanish is not a requirement to participate in this program*).

Use the following rating to indicate your proficiency: 1-basic level, 2-moderate level, 3-fluent

Reading Level _____ Speaking Level _____

Travel/Study Experience: Have you ever traveled, lived or studied abroad in a country other than the U.S.? If so where, why, and how long were you there?

VI. Statement of Purpose

Please attach your typed Statement of Purpose (**2 pages maximum – 12 point type only**). If you submit more than two pages only the first two pages will be reviewed. You may be creative within a standard essay format, but the essay **MUST** explicitly address each of the statements below. Your Statement of Purpose will be rated on the quality of your responses to the listed statements, spelling, grammar, and overall presentation.

- State your motivation for choosing Costa Rica for your study-abroad experience.
- State how this particular study abroad program will support you in reaching your academic, personal, and career goals.
- Indicate the challenges of studying abroad in a country with a culture different from yours. Describe any help or assistance you may need in meeting these challenges.
- Describe what you think will be the challenges of living and working in a remote tropical environment.
- Explain how you will be an effective ambassador for BHCC while studying abroad.
- Explain how you will promote the BHCC Study Abroad Scholarship program when you return.

VII. References

Two references are required, preferably on the PDF form below. One reference **MUST** be from a BHCC faculty (full-time or adjunct faculty). We recommend that the other reference be from an additional faculty/teacher/advisor or work supervisor. Others could include religious leaders, coaches, extracurricular advisors, etc. References from family members and/or friends are not acceptable. **Fill out PDF reference form, sign, and deliver to your referees.**

VIII. Signature (sign below to certify the following statements):

1. I have attached my transcript(s), statement of purpose, and two reference forms/letters.
2. I have read, fully understand, and signed the attached Costa Rica Statement of Understanding
3. I certify that this entire application is true to the best of my knowledge and is my own work. I understand that any misrepresentations will disqualify my application.
4. I authorize the release of my transcript(s) and recommendations to the BHCC study abroad selection committee.
6. I am to maintain a 2.50 GPA or higher until the end of the fall 2022 semester. I am also required to enroll in Tropical Field Studies (ENV120) for the spring 2023 semester and must remain in good academic standing throughout the spring 2023 semester. I also understand that I must not have any outstanding financial obligations with the college.
7. I further realize that if I do not maintain these requirements I will be ineligible to receive my scholarship award and I may not be able to recoup any expenses I have incurred for this study abroad program.

Applicant's Signature

Date

Parent/Guardian's Signature
(Required if applicant is under 18)

Date

BHCC Study Abroad - Costa Rica - May 21, 2023 - June 2, 2023

Statement of Understanding

By submitting this application for the Costa Rica study abroad program I, (Print Name) _____, confirm that I have read, understand, and will agree to the following if awarded a scholarship:

1. I understand that I must complete the **fall 2022** semester with a minimum GPA of 2.50 and remain in good academic standing during the spring 2023 semester or I will not be eligible to participate in this study-abroad program and will forfeit my scholarship award.
2. I understand that I will have to register for Tropical Field Studies (ENV120) for the **spring 2023** semester and pay all tuition and fees. *(If you are a scholarship participant your scholarship will pay 80% of your tuition and fees.)*
3. I understand that the cost estimates listed in the brochure and on the website are subject to change and are to be used for planning purposes only. I also understand that I will incur additional costs for personal items such as field gear and hiking boots.
4. I will be prepared to pay my 20% of the costs at the first orientation session. At the discretion of the college, if I withdraw from the program, become ineligible for my scholarship, or I am unable to secure proper travel documents for any reason after signing my BHCC acceptance contract I may not be entitled to a refund of my deposit or other expenses I have incurred. Tuition and fees paid for Tropical Field Studies (ENV120) are not refundable after the first class meeting.
5. I understand that BHCC will be making flight reservations for me. If I decide to withdraw from the program, become ineligible for my scholarship, or I am unable to secure proper travel documents for any reason after airline tickets have been purchased on my behalf I may be held financially responsible for my paid airline tickets.
6. I agree to participate in all orientation sessions and learning activities connected with this study abroad program. This includes participation in three Sunday afternoon classroom sessions at BHCC prior to leaving and all learning activities while in Costa Rica. *(Classroom sessions will be scheduled in April and May 2023 - exact dates and times to be determined.)*
7. I have a passport that is valid through **December 2023** or will secure one in a timely manner. If I am not a U.S. citizen or permanent resident it is my responsibility to check my visa status to enter Costa Rica and re-enter the U.S. I will provide BHCC with photocopies of all applicable travel documents by **January 31, 2023**. BHCC will provide assistance in obtaining passport and/or visa information.
8. I agree to comply with all requests for personal background information e.g. emergency contacts, medical issues.
9. I agree to respect the environment, culture, people, and laws of Costa Rica. As a participant I am considered an ambassador to Costa Rica representing BHCC and the United States.
10. I am in good general health and understand that this trip will require some strenuous activities. I also understand that there are certain hazards inherent in living and working in a tropical environment and I agree to follow all health and safety precautions provided by my faculty leaders.
11. I agree to follow all rules established by my hosts in Costa Rica and will follow all instructions provided by the Director and staff of the Campanario field station.
12. I agree to share a room with one or more other participants during the trip.
13. I agree not to use any portable audio devices (mp3 player, iPod, smartphone, etc.) during group activities or when I am in the forest. *Using your smartphone as a camera is permitted.*
14. I agree not to hike in the forest alone, swim by myself, or wander away from the group at anytime.
15. I agree not to bring, purchase or use any illegal drugs or alcohol while in Costa Rica.
16. If I violate any policies while traveling with the group I may be sent home at my own expense.
17. I give permission to the college to use any images of me (photo and/or video) participating in any activity as part of this program. The college may use these images in college publications or for promotional purposes without any compensation to me. I waive all rights to these images. This also includes any photos and/or videos taken by me and provided to the college.
18. I must provide proof of active health insurance that will cover me while in Costa Rica. I also agree to purchase supplemental health and repatriation travel insurance that will cover me for the duration of the trip.
19. If I decide to extend my trip in Costa Rica I must make my own arrangements and notify the College in writing of my intentions prior to leaving. Once I leave the group I will no longer be the responsibility of BHCC.
20. I agree to sign the college's general "*Participant Conduct Agreement*" and the "*Acknowledgement of Risk and Consent Form*" prior to departure.
21. I agree to support the BHCC study abroad program upon my return by submitting an E-Portfolio summary of my experience and if possible supporting future programs by participating in the study abroad fair, serving on a selection committee, and/or speaking to new participants on my personal experience in the program.

Participant's Signature

Date

Parent/Guardian's Signature
(Required if applicant is under 18)

Date

BHCC STUDY ABROAD SCHOLARSHIP APPLICATION: CONFIDENTIAL REFERENCE FORM

Part I: To be completed by the applicant.

Name of Applicant: _____ Date of Request: _____

References are due **NO LATER THAN 5:00 p.m. on 11/18/2022.**

Late references may prevent an applicant from being considered.

STUDY ABROAD PROGRAM: Costa Rica

Under the U.S. federal law (Section 438 of Public Law 90n 247, as amended), students are permitted access to certain education records. Section 438(a)(2)(B) provides that a student may waive the right to inspect confidential letters of recommendation. Many applicants have found that a recommendation letter written in confidence has a greater impact than one to which the applicant also has access. If you waive your right to inspect the information requested by this form, please sign below.

I waive my rights I do not waive my rights

Applicant's e-signature

Date

Part II: To be completed by the evaluator.

Name of References: _____

Position: _____ Organization/Institution: _____

Address: _____ Phone: _____ Email _____

The above-mentioned applicant is applying for a Study Abroad Scholarship to the program listed above. We would appreciate your assessment of the applicant's attributes with which you are familiar. This reference will count 10 points toward 50 in the initial application process. Please return this form to the BHCC International Center, E236, by **5 p.m. November 18, 2022.** If you provide this reference to the student please place in a sealed envelope with your signature across the envelope seal. You may also email your completed reference to Prof. Robert Steeper rsteeper@bhcc.edu

- 1. Please describe the basis and extent of your acquaintance with the applicant.**
- 2. Please indicate the applicant's academic attributes. You may elaborate in the comments section if necessary.**

	Excellent	Good	Fair	Poor	No opportunity to observe
Competence in major specialization	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Academic interest and motivation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to relate well to others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Capacity for independent study	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to express thoughts in speech/writing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reliability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3. Please evaluate the applicant's suitability for program participation. You may elaborate in the comments section as necessary.

	Excellent	Good	Fair	Poor	No opportunity to observe
Ability to adapt to new or unstructured circumstances	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Self-reliance/independence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to relate well to others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Emotional stability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Open-mindedness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Integrity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4. Please state frankly your opinion of this candidate's chances for success (both academic and non-academic) in a study abroad program. Keep in mind the following: academic/personal suitability for study abroad; how an international experience may benefit the applicant, both academically and personally; and strengths which you believe the applicant might bring to such an experience. (You may also attach a recommendation letter to this reference form instead of commenting below).

5. Additional comments:

Evaluator's Name (please print clearly)

Evaluator's e-signature

Date