PETITION FOR PERMISSION TO STUDY OFF-CAMPUS FOR A FULL YEAR
DEADLINE: FEBRUARY 20

Criteria for approval of petitions to participate in a year-long off-campus study program, or two separate semesters of off-campus study during the academic year.

Petitions will be approved at the discretion of the Off-Campus Study Advisory Committee within the space constraints of the enrollment goals of the College. Each petition must be based on one of the reasons listed below. However, not every petition with such a reason will be approved. The selection criteria on which petitions will be judged are listed at the end of this document.

ACCEPTABLE REASONS FOR FULL-YEAR ON ONE PROGRAM (YR):

• Cumulative language acquisition relevant to major or career plans. The student’s entire curriculum must be in the host country language.

• A comprehensive and cumulative program involving specific courses which build upon one another in such a way as to make the year of study essential to the goals of participation.

ACCEPTABLE REASONS FOR FULL-YEAR AT TWO SITES (Y2):

• Two majors, both of which would be enhanced in a decisive and irreplaceable way by different study abroad programs. (Note: Students with two majors, each of which requires study abroad, are exempt from petitioning unless participation on a single program fulfills the goals of each major).

• A student who has been recommended by the Dean of Students Office to complete the college language requirement on a specified language immersion program, but who also wishes to study abroad on a program appropriate to his/her major.

• Plans to do a comprehensive project for which a semester of study in two different locations is necessary. The student must demonstrate that a senior thesis or similar project will be done during his or her senior year, and that the project has a faculty sponsor. A two-page prospectus of the proposed project must be submitted with the student’s petition.

YOUR PETITION TO THE OCS ADVISORY COMMITTEE SHOULD INCLUDE:

1. The completed and submitted online Colby Application for Approval form for the specific program(s). (We recommend submitting a backup application for an alternate semester and a one-semester program in case your petition is not approved).

2. A statement of petition (approx. 500 words) from the student within the online application form addressing the reasons above.

3. A statement of support for the student’s petition from the academic advisor within the comment section of the student’s online application form or in an email to OCS.

See important committee selection criteria on reverse.
COMMITTEE SELECTION CRITERIA:

The Advisory Committee on Off-campus Study will approve petitions from among all of those received, based on how well the following criteria and questions are addressed:

- How compelling is the reason given for spending two semesters abroad?
- How strong is the support given by the faculty advisor(s)?
- Does the student’s record demonstrate academic achievement, initiative and maturity?
- How well-conceived are the student’s plans, for his/her time off-campus, his/her time back at Colby, and beyond?
- How appropriate is the program selection to the student’s academic goals?

Please note: Students are allowed to petition the Advisory Committee one time only. Please be sure that you make the best case you possibly can in your initial submission, including faculty recommendations and any additional input you may deem useful by supportive faculty members. The entire petition must be complete before it is given to the committee.

*No additional information will be considered after the original submission date.