

JAN TERM LONDON 2008
APPLICATION FOR STUDENT ASSISTANT SCHOLARSHIP

London Programs offers a student assistant scholarship position which encompasses responsibilities for the continental breakfast and kitchen duties, as well as other general and office duties. The student assistant works under the supervision of the International Programs Director or London Programs staff.

The student must also be enrolled in an independent study that is designed to be conducted within the London setting and utilizing London resources. The independent study must be directed by a Samford professor and must be approved by the chair of the department granting the academic credit and by the Director of International Programs. Because of the nature of the student assistant duties, the student may not be enrolled in one of the classes offered in Jan Term in London.

In return for the work done as a student assistant, the student will receive a scholarship that covers the charges for airfare and accommodations and other items included in the program fee. The student is responsible for all other expenses, including meals other than breakfast, transportation in the U.K., personal expenses, and tuition. **(The scholarship is subject to approval of the Financial Aid Office.)**

Duties as a student assistant include buying the breakfast food, setting out breakfast and cleaning up each morning, and general responsibility for the kitchen during the day. Other responsibilities will include general office duties, running errands, and assisting on special projects. Responsibilities for the breakfast and the kitchen extend Monday through Sunday for the entire length of Jan Term in London; other responsibilities will be primarily during weekdays.

Fulfilling responsibilities of the assistantship requires a mature, responsible student. The student assistant will be selected on the basis of an interview, recommendations, and the academic quality of the proposed plan of independent study.

DEADLINE: Your application, plan of study and recommendations will not be considered after OCTOBER 12, 2007.

Name _____ Student # _____ Email: _____

Local Phone _____ Campus Address _____

Major _____ Year in School _____ GPA _____ Semester in London _____

Please discuss your application and proposed plan of study with your academic advisor and the Professor(s)-in-Residence from your Semester Abroad and obtain their approval:

(Academic Advisor)

(Professor(s)-in-Residence)

The following must be submitted:

1. A brief written statement: Why you would like to go back to London.

2. Plan of Study: Please submit a description for your proposed independent study. You should include a statement that describes your topic, your method of research, a tentative reading list, and the end product (e.g., a research paper or other evidence of the outcome of your study). Please explain why this project is made possible or enhanced by doing your study in London. You should discuss your proposal with the Samford professor who would direct the study if you are selected for this position and receive his or her tentative approval. If you are selected, you will be expected to design a formal independent study contract in conjunction with the directing professor and with the approval of the London Programs director.

3. Recommendations: Please obtain three letters of recommendation: two professor recommendations, a work supervisor or someone who can speak to your personal character and acceptance of responsibility. The recommendations should be submitted to the London Programs Office, Brook – 130, and should be received by the deadline. Mailing address: Samford University, London Programs, 800 Lakeshore Drive, Birmingham, AL 35229. Recommendations may be faxed to the Office of International Studies: #205-726-2527.

(OFFICE USE ONLY)

Date received _____

Letters of recommendation: Professor _____ Professor _____ Personal or Work Supervisor _____