



Wells College

Wells College
Application for Approval for Off-Campus Study
Checklist of Documents

I. Documents included in this packet:

- Application for Approval for Off-Campus Study Signature Form
- Consent and Release Form
- Emergency Contact Information Form

II. Documents to attach to this packet:

- Current "MyCourseNeeds" .pdf downloaded from the Globe
- Statement of Purpose - 500 words minimum on what you hope to accomplish while studying off campus. In this statement please be sure to address the following aspects: 1. How does off-campus study fit into your overall educational goals and plan for your time at Wells?; 2. How does the timing of your intended off-campus study experience fit into your academic career (why have you chosen to study off campus for this particular year/semester)?; 3. What do you expect to gain academically from off-campus study?; 4. Why have you chosen your particular off-campus study program?; and 5. What do you wish to gain culturally and personally from off-campus study? This essay should be printed on a separate sheet of paper clearly labeled Statement of Purpose and should be included in the application packet before meeting with your academic advisor. Please make sure to put your name on the Statement of Purpose.
- For Study Abroad: photocopy of the main identification page of your passport. If you don't have a passport you must apply for one immediately. Please ask the Off-Campus Study Coordinator if you are required to use expedited service for your passport application.

III. Document to be sent electronically (in attachment) to Amy Torea (atorea@wells.edu):

- One letter of recommendation from a Wells College faculty member

Please note: An application and additional documents will be required for the specific program to which you will apply, if approved by Wells College to study off campus. Please consult the program's web pages and/or the Off-Campus Study Coordinator concerning program application requirements and deadlines. It is your responsibility to know the application requirements and deadlines for the specific program to which you are applying, and to fulfill all application requirements by the stated deadline(s).