Randolph-Macon College
Ashland, Virginia

The International House

A Living & Learning Community 2013-2014

Applications & Recommendations Due: Friday, June 14, 2013
Please scan your applications and recommendations and e-mail them to International Programs Coordinator Mayumi Nakamura at mayuminakamura@rmc.edu.

In conjunction with the vision of the College and the mission of the Residence Life & Housing to foster positive and safe environments which will heighten student engagement at Randolph-Macon College, the Office of International Education presents the International House as a Living and Learning Community. The International House was created back in the late 90's, became permanent in 2008, and has since grown. The International House is currently located at 312 N. Center Street (#68 on R-MC's campus Map).

Please be sure to carefully read the philosophy, requirements, and rules of the International House. Students who wish to apply to live in the International House for the 2013-2014 academic year, will need to meet the specified requirements, agree to actively participate in the program as outlined by the Office of International Education, and submit an application that will be reviewed by a selection committee.

The Philosophy of the International House

The philosophy of the International House is to create an environment in which residents can experience an intercultural living arrangement. The International House consists of students from a variety of nationalities and cultures - including U.S. Americans. The goal of the International House is to foster intercultural friendships and experiences and to initiate cross-cultural learning opportunities for residents as well as the R-MC community. House members are required to work with each other and the Office of International Education in planning, organizing and implementing activities throughout the year and thereby agree to make a commitment to the philosophy of the International House.

All applicants must agree that they will **actively** participate in the 'living & learning' process through (1) collaboratively planning and implementing house programs (at least 4 per semester) while following the requirements and rules stated by the Office of International Education and the Office of Residence Life & Housing; (2) holding peers accountable to agree upon community standards/expectations, and (3) living in the International House community and taking advantage of its culturally diverse environment and community members.

Requirements

1. **Scholarship:** Students applying to participate in the International House for the 2013-2014 academic year must have at least a 2.25 cumulative GPA at the time of application. Applicants with GPA lower than 2.25 must submit a letter of support in order to be considered.

2. **Citizenship:** All student applicants must be in "good standing" on campus. A **student in good standing will not have been through the judicial system and found in violation of a major Code of Student Conduct for the year of application and will not have been found responsible for a violation of the Code of Academic Integrity**. The applicant cannot be on **housing probation during the semester of application process**. Also, students who have been found **responsible for substantial damage** to their own residence hall room, and/or damage to College property in the previous years will not be considered in "good standing".

3. **Recommendations:** Each applicant must obtain one recommendation from a faculty or staff member. Use the provided recommendation sheet for this requirement. Your faculty/staff member should submit their completed recommendation to our International Programs Coordinator at mayuminakamura@rmc.edu.

4. **Participation:** All applicants must agree that they will **actively** participate in required programming as stated by the Office of Residence Life & Housing and the office of International Education. The International House requirements and rules include but are not limited to:

Section One: Special Interest House requirements stated by the Residence Life and Housing Office

- Completing and submitting a Program Proposal at least one week before a program for each house program. (can be submitted electronically or handwritten)
- Completing and submitting a Program Evaluation no later than one week after the program for each house program. (can be submitted electronically or handwritten)
- Submitting Monthly House Reports on the date specified on each report.
- Meeting monthly with Mentor RA.
- Fall Semester Programming
  - 1 Educational Program
  - 1 Community Service
  - 2 Choice of House
  - 2 programs must be Campus wide programs (one of which must be educational or community service)
- January Term Programming
  - 1 program of your choice
- Spring Semester Programming

  Same as the Fall requirements above.

*These are minimum requirements you may have and are encouraged to host more programs

Section Two: International House Rules

- I will actively and positively represent the International House and the residents by:
  - spending adequate time in the house to signify your presence as a member.
  - becoming involved in any school sponsored language and/or cultural associations that pertain to the individual student.
  - participating in international/intercultural events (i.e. International Education Week) and preparations for the events.
  - collaborating with the members of the International Interest Group and International Assistants.
  - attending house meetings and mandatory meetings called by the Office of International Education.
  - participating in community service activities such as Macon A Difference Day.
  - participating in assessment efforts such as a survey and interview.
- I will willingly work with other house members as well as the Office of International Education and the Office of Residence Life & Housing to solve any issues that arise in the house.
- I will be respectful of other house members and accept each other's differences.
- I will take equal responsibility for keeping the following common areas clean: kitchen, living room, backyard, hallway and restrooms. Chores will be assigned and rotated on a regular basis– and I will be responsible for completing those assigned to me. I acknowledge that multiple failures to complete chores will result in my dismissal from the house.
- I will contribute $15 per semester to purchase cleaning supplies for the house.
- I will not smoke indoors.
- I will honor quiet hours as posted and will also agree to 24-hour courtesy hours.
- I will not host any room parties (as defined by the college).

If selected to live in the International House students must sign an agreement that they will participate in the required program above. The International House helps provide an inviting learning community for students from a variety of nationalities and cultures - including U.S. Americans, and a safe atmosphere must be implemented following the College policies as stated in *Fishtales.* Failure to participate in the program as established by the Office of International Education and the Office of Residence Life & Housing may result either in being removed from the International House anytime throughout the year or in code of conduct sanctions.

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International House Resident Application for 2013-2014

Students interested in the International House must submit the following:

- Application (this form - pp. 3-4)
- Personal Statement (p. 4)
- Signed Agreement (p. 5)
- Letter of Recommendation (pp. 6-7)

All materials should be turned in together. Your application will not be complete until the Office of International Education receives these materials as well as your faculty/staff recommendation and judicial affairs form. Applications (scanned) are due via e-mail to our International Programs Coordinator mayuminakamura@rmc.edu no later than Friday, June 14, 2013.

PART I

BIOGRAPHICAL DATA:

Name: Cell Phone Number:

Email: Gender: M F

GPA (cumulative GPA at end of J-term 2013):
*applicants with GPA lower than 2.25 must submit a letter of support in order to be considered.

Current Class Standing: ☐ Freshman ☐ Sophomore ☐ Junior ☐ Senior

Country of Origin: Native Language:

ACADEMIC INFORMATION:

Academic Major(s)/Minor(s):

Knowledge of Foreign Language(s):

Other Language Proficiencies: Which language(s)? How long have you studied the language(s)?

Do you have any travel or study abroad experience? If yes, please list (Dates/Countries/Purpose):

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PROGRAM OF ACTIVITIES:

The Selection Committee understands that in applying for resident membership, you are willing to share some of your time and talent with the International House community. Check all that apply to your interests and the areas in which you would like to participate and help organize:

☐ Aerobics/Yoga ☐ Audio/Visual ☐ Cinema/Film ☐ Cultural Celebrations ☐ Dance/Ballroom
☐ Dance ☐ Drama ☐ Fine Arts ☐ Tutoring ☐ Language Exchange ☐ Lectures/Speakers
☐ Music ☐ Orientation ☐ Peer Advising/Resident Assist. ☐ Photography ☐ Residents' Council
☐ Resident Roundtable ☐ Sports ☐ Social Events ☐ Trips/Excursions ☐ Quiz Games
☐ Outdoor Activities ☐ Other:

Language(s) you speak:

Instrument(s) you play:

Skills and knowledge that you are willing to teach or share:

PART II

PERSONAL STATEMENT

On a separate sheet of paper, please describe: **(1)** Any experiences, trainings or special interests that have prepared you to participate in International House programming; **(2)** How this living/ learning environment will fit into your overall personal and future goals and; **(3)** How you think the International House can contribute to the R-MC community. As the Selection Committee weighs this statement heavily, your application cannot be considered without it (at least 750 words). Please *type* and attach your personal statement to your application.

PART III

AGREEMENT

By signing below, each applicant stipulates his/her agreement to a check of GPA, judicial and housing violations, and Business Office records. The application will be denied if the applicant does not clear the screening process. By signing, the applicant also agrees to actively participate and complete requirements in programming that are set forth by the Office of International Education and to abide by rules and policies established by the OIE and Res Life & Housing Office. Signing this form further certifies that the applicant has provided information (i.e. GPA, recommendations, etc.) which is true to the best of each applicant's knowledge.

Signature: _____ Date: _____

Print Name: _____

NOTE: Submitting the application materials does *not* grant you a spot in the International House. All applicants will be notified of the committee's decision via e-mail.

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The International House - Agreement

A Living & Learning Community

Agreement
The Office of International Education and Office of Residence Life & Housing are very excited to be able to offer the opportunity of living in the International House to students! It is a privilege to live and participate in the International House Community. We believe that the International House serves highly motivated students who are searching for a living environment that fosters intercultural friendships and experiences as well as those who wish to avail themselves of cross-cultural learning opportunities.

Each International House applicant must agree to the requirements and rules as stated on pp. 1-2 as well as the following in order to be considered in the application/selection process and *if* selected to live in the International House for the 2013-2014 academic year.
**Signing does not guarantee an applicant a space in the International House living and learning environment.*

- Each community member must remain respectful of the other members and be able to communicate and discuss issues in an open and safe environment, individually or as a group, depending on the nature of the issue.
- Each community member must agree to live by the community standards set forth in the living and learning environment. Each community member must also respect the International House community and abide by community standards when visiting other residents in the International House and/or when utilizing common area space.
- Each community member must participate in the planning and implementation process for house programs, and any other program that is stated by the Office of International Education as a requirement to attend. House members who repeatedly fail to participate in House events and responsibilities will be asked to leave.
- In the event that a community member is found in violation of the International House living and learning standards, the Office of International Education (in conjunction with the Office of Residence Life & Housing) will work with the student in violation regarding sanctions through the Code of Student Conduct, Residence Hall policies and International House community agreements. Students who are found in violation are at risk for being removed from the International House community and be relocated to a residence hall on campus.

I have read and understand the International House living and learning community philosophy, requirements, rules and information and will abide by it, if I am selected to participate in the International House living and learning experience for the 2013-2014 academic year.

_____ _____
Signature Date

_____
Print Name

Applications (scanned) are due to our International Programs Coordinator mayuminakamura@rmc.edu no later than Friday, June 14, 2013.

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The International House - Recommendation

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Faculty/Staff Recommendation Form

Applicants Name: _____ ID #: _____

Name of Reference: _____ Department: _____

The Family Education Rights and Privacy Act of 1974 and its amendments guarantee students access to their educational records. Students, however, are entitled to waive their rights of access concerning recommendations. The following indicates the wish of the applicant regarding this recommendation:

- ☐ I waive my rights
- ☐ I do not waive my rights to inspect the contents of the following recommendation

Signature of Applicant: _____ Date: _____

To the Recommender: Please give us your opinion of this applicant in regards to the International House living and learning environment.

Information on the International House:

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Please scan and e-mail your completed form to our International Programs Coordinator mayuminakamura@rmc.edu no later than Friday, June 14, 2013. If you have any questions please call Mayumi Nakamura at 752-3607 or email at the above e-mail address.

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To be filled out by the Recommender:

I know the applicant: ____very well ____moderately well ____slightly

1) Please assess the applicant in the following areas. The information provided will help the recommendation committee determine how this student may fit into the International House program.

	Superior	Good	Average	Poor	Unknown
Working with others	_____	_____	_____	_____	_____
Originality	_____	_____	_____	_____	_____
Accountability	_____	_____	_____	_____	_____
Leadership	_____	_____	_____	_____	_____
Motivation	_____	_____	_____	_____	_____
Self-Discipline	_____	_____	_____	_____	_____
Initiative	_____	_____	_____	_____	_____

2) Please provide characteristics of the applicant that would enrich the International House program?

3) Would you give a (please pick one) recommendation for this student:

_____ very strong _____ strong _____average _____no recommendation or

_____ recommendation with reservations (as specified):_____

_____

4) Please add any additional comments or information below that you wish to include.

Please scan and email your completed form to our International Programs Coordinator mayuminakamura@rmc.edu no later than Friday, June 14, 2013.

Signature of Recommender _____ Date _____

Name (please print) _____