



National Outdoor Leadership School
Application to Participate

Before completing this application, review the eligibility requirements, policies, and application procedures (see p. 2).

Name \_\_\_\_\_ Northland College ID# \_\_\_\_\_

Telephone #: \_\_\_\_\_ Northland PO Box # \_\_\_\_\_

NOLS Program(s) in which you hope to participate: \_\_\_\_\_

Year and semester when you hope to participate: \_\_\_\_\_

Class standing during the semester in which you hope to participate: \_\_\_ SO \_\_\_ JR \_\_\_ SR

Academic Advisor Approval

Academic Advisors:

The student identified above hopes to participate in a program offered by the National Outdoor Leadership School (NOLS). Details about these programs and the courses associated with them may be found on the NOLS website (http://www.nols.edu/).

Prior to approving a student's participation in a NOLS program, the College asks that the student meet with an academic advisor to discuss how a NOLS program will contribute to their academic goals and how the NOLS courses will be integrated into their academic completion plan.

By signing below, you are verifying that the student named above has met with you and that you have discussed the items described above.

Academic Advisor Signature \_\_\_\_\_ Date \_\_\_\_\_

Eligibility Verification & Financial Consultations

Student Applicant: After securing the approval & signature of your academic advisor, visit each of the offices below to verify your eligibility and to receive financial consulting relevant to your participation in a NOLS program. Be sure to have a representative of each office sign below after meeting with them.

Registrar's Office \_\_\_\_\_ Date \_\_\_\_\_

Financial Aid Office \_\_\_\_\_ Date \_\_\_\_\_

Business Office-Student Receivables \_\_\_\_\_ Date \_\_\_\_\_

Final Approval

Student Applicant: Return this completed form to the NOLS Program Advisor (Alan Brew) for final approval.

Northland NOLS Program Advisor \_\_\_\_\_ Date \_\_\_\_\_

Registrar, Financial Aid, & Business Office e-mailed copies of completed application on \_\_\_\_\_

## Northland College Eligibility Requirements, Policies, and Application Procedures for National Outdoor Leadership School Programs

### Eligibility Requirements

To participate in a NOLS program, students must have:

- 1) sophomore, junior, or senior standing during the term(s) in which they participate in the NOLS program;
- 2) earned "Good" academic standing in the semester prior to their participation in the NOLS program;
- 3) no incompletes from terms prior to their participation in the NOLS program;
- 4) no financial or academic holds on their student account.

### Policies

The following policies govern the Northland College partnership with NOLS:

- 1) Participation in NOLS programs is open to students studying in any academic area;
- 2) Students are responsible for paying tuition and fees for NOLS Programs directly to NOLS;
- 3) If eligible students wish to apply federal or state financial aid to the costs of their NOLS program and to earn academic credit for their program, they must (a) complete Northland's "NOLS Application to Participate" form; (b) pay Northland an off-campus credit fee of \$70 per credit, (c) complete a "Student Account Refund Form," and (d) complete and submit the appropriate special program registration form prior to beginning the off-campus program [**Note:** Students are not eligible to apply Northland College scholarships, grants, or aid awards to the cost of NOLS Programs, with the exception of grants made through the McLean International Travel Fund for participation in international NOLS programs.];
- 4) Students planning to participate in a NOLS program assume responsibility for completion of required paperwork with NOLS and for notifying the Northland College Registrar's Office of final enrollment plans;
- 5) It is the student's responsibility to immediately notify the Northland College Registrar's Office if any changes are made to their schedule once the NOLS program begins. If a student withdraws from or leaves a NOLS program during the semester, or decides not to attend at the last minute, the Registrar's Office must be notified immediately. Failure to do so may have significant financial consequences.

### Application Procedures

#### ***Before submitting an application to the National Outdoor Leadership School***

- Notify the Northland College NOLS program advisor, Alan Brew, of your interest in NOLS and ask any questions that you may have about the program.
- Complete the Northland College "Application to Participate Form."
- Submit the "Application to Participate Form" to the NOLS advisor for final approval **no later than October 1<sup>st</sup> for Winter Semester programs and no later than March 1<sup>st</sup> for Summer and Fall Semester programs.**
- Prepare & Submit an application for a McLean International Travel Grant, if appropriate. (For further details, contact Paula Bonk at [pbonk@northland.edu](mailto:pbonk@northland.edu).)

#### ***After receiving final approval from the Northland College NOLS Program Advisor***

- Apply to the NOLS program following the procedures outlined on the NOLS website.

#### ***After being accepted to a program by NOLS***

- Make appropriate deposit and tuition payments directly to NOLS.
- Pay Northland College the appropriate off-campus credit fee of \$70 per credit.
- Complete a "Student Account Refund Form."
- Complete a NOLS Special Program Registration Form and submit the form to the Registrar's Office as soon as possible.
- Immediately notify the Registrar's office if you make any changes to your plans or decide not to participate in the NOLS program for which you have registered.