



PROGRAMME GUIDELINES

RTC-Montshire Student Exchange Programme Academic Year 2016-2017

(Applications are due at the Student Services Office or International Relations Office by 5pm, Monday, October 31, 2016)

As a conscious part on RTC to promote global learning and building intercultural capabilities of our students, RTC will be sending up to 5 students to Montshire Museum of Science Proposal, Vermont, USA, on a short term exchange program scheduled tentatively in July 2017. The Royal Thimphu College would like to encourage current **1st & 2nd year Environmental students (BSc EM and BA EVS)** to avail this opportunity to learn and further their personal and academic development by expanding their horizons and understanding of the world and its many cultures.

As the candidates will be the ambassadors not just of RTC but also for Bhutan, we are looking for well-rounded students with the right combination of academic achievement, character, and participation in college-wide activities and international participation.

I. Application Guideline

The deadline for the submission of applications is **31st October, 2016** at the Student Services Office or International Relations Office. Along with the application form and relevant supporting documents, students must submit a **Letter of Consent** signed by their parents/ guardians in the prescribed form attached with the application and must submit a 300 word essay conveying: **“Why I want to participate in this program, how this experience will benefit me personally and academically, and what can I offer this program in return”**. *Please refer to the Application Checklist for the full list of requirements.*

Expectations

1. Be interested in other cultures of the world.
2. Be interested in collaboration with peers from other cultures to design informal educational material on cultural aspects of climate change.
3. Be interested in climate change science and adaptation.
4. Learning about cultural and everyday aspects of science.
5. Learning and sharing your own culture with other students.
6. Interest in communicating science to general public.
7. Be interested in research and how research can be aligned to everyday life. Also, how to apply knowledge from cultural exhibits to everyday life.
8. Be interested in informal learning, outside of classroom learning (e.g. be being a part of eco/nature clubs, etc.).

Additional Requirements

- In spring semester 2016, be willing to spend time 2 hours every month in preparation for the field visit in July, 2016. The field visit will last the entire month of July.
- Be respectful of other personnel on the project and participants from other cultures.
- Be willing to do all the work (reading and discussions), participate completely in the class as well as on the field.
- Be willing to stay and adapt to several different conditions on the field (e.g., homes stays in rural Bhutan and rural United States).

Eligibility

Regular full-time students with minimum 60% average overall marks from completed semesters, who are currently in their 1st or 2nd year in Environmental programmes will be eligible to apply.

What is covered by the RTC-Montshire Exchange programme?

All expenses will be covered by Montshire Museum of Science for the programme tentatively scheduled with travel to the USA from July 5th 2017 to July 17th 2017 and other activities in Bhutan through July 29, 2017.

Category	Expenses Covered by Scholarship	Personal Expenses	Number of Slots
MF (Montshire Fully funded)	<ul style="list-style-type: none">- All expenses for food, transportation and accommodation in the USA are paid for.- Visa fees and SEVIS fees are all paid for.- Fully funded air travel	<ul style="list-style-type: none">- Incidental and Personal Expenses	5

Disclaimer: Please note that the selected students might have to stay in Delhi for a few days to process their visas.

II. Selection Criteria

The Committee is looking for the following broad characteristics:

Academic Achievement:

- Candidates should have an overall average aggregate of at least **60% in all semesters** and **must not** have any back papers at the time of application or any disciplinary sanctions against them.
- Candidates should have **excellent English Language communication skills**.
- Attendance for Fall semester, 2016 will also be considered.

Qualities of Character and Social Skills:

- The candidates must be conscientious and of good character, demonstrating a high degree of responsibility, problem solving skill, adaptability and sensitivity to others and their culture.
- Candidates must be involved in college-wide activities as evidenced through participation as a member of the Student Government, an RA, a Club Coordinator, or having taken an active role in cultural programs (music, dance, song, etc.), games/ sports or social/community work, or literary work, etc.
- Candidates must agree to adhere to the Student Codes of Conduct in the Student Handbook and to cooperate fully with the faculty/staff member accompanying the group during the entire period of the exchange program as well as during preparation for the trip.

Specific evaluation criteria:

1. Academics – Marks, Dean/President's List, Attendance in current & previous semester, Participation in academic activities
2. Leadership – Student Govt. Official, Residence Assistant, Club Coordinator, Class Representative, Other leadership roles
3. Social Services – Blood Drive, Volunteerism at RTC events, Community participation and engagement, Other social service activities
4. Extra co-curricular activities – College Team; Organizing and participating in tournaments organized by College, Other sporting activities, Cultural activities, Other clubs

5. International participation – International roommates, buddies for international students and visitors, other international participation/contributions such as SAESM, Y-Peer, paper presentations, representing RTC and Bhutan.

III. Selection and Pre-Departure Preparation for the Selected Candidates:

31 st Oct	- Last date for the submission of applications
5 th Nov	- Results declaration - Candidates will be given an Offer Letter
7 th Nov	- Submission of signed <i>Acceptance of Offer</i> /Guarantor Undertaking form - Candidates start processing for their Passport
14 th Nov	- Submission of their passports
Spring Semester 2017	- Actively participate with counterparts from University of New Hampshire, USA with video conferencing, lectures, etc.
2 nd July	- Selected students must be in Thimphu for 1 week to prepare for the trip with the entire group.
5 th July – 17 th July	- Tentative date for travel (additional activities to occur within Bhutan for the rest of July and early August also)

IV. Expectations upon Return:

In order to benefit those who weren't able to participate in the program and to motivate the others to apply in the following years, upon their return to RTC, candidates must make a presentation/ organize photo exhibition highlighting their adventures, experience and the knowledge they gained from this cultural & science to environmental sustainability exchange program. When required the program participants will also be expected to participate and assist RTC in any international program and events related to the exchange. Upon their return, students from University of New Hampshire will be accompanying the RTC students back to Bhutan and candidates are expected to remain at RTC and carry out their research with field trips to rural communities within Bhutan. *There will be little or no free summer break in 2017.*

V. Application Checklist:

- All candidates must submit a formal application available at my.rtc.bt or the Student Services Office or International Relations Office.
- 1 recent passport size photograph
- A written consent form from Parents for your participation in this program available at my.rtc.bt
- Copy of your CID
- A 300 word essay conveying: **"Why I want to participate in this program, how this experience will benefit me personally and academically and what I can offer this program in return".**
- Merit and other documents/certificates
- A copy of your marks as follows:
 - 1st Year Students: Please submit your midterm marks
 - 2nd Year Students: Please submit your 1st year mark sheet(s)

For any further enquiries or assistance, please contact the Assistant International Relations Officer, Mr. Ugyen Tashi Dorji at

Email: ugyentdorji@rtc.bt / Mobile#: 17770025

OR

The Assistant Student Services Officer, Mr. Suba Dhan Rai, at

Email: subadhanrai@rtc.bt / Mobile#: 17620278.