



APPLICATION FORM

RTC-Pitzer Student Exchange Programme Academic Year 2017-2018

(Applications are due at the International Relations Office by 5pm, Tuesday, March 28, 2017)

Please read the exchange programme guidelines on the RTC intranet website (my.rtc.bt), which includes the *Selection Criteria, Application Guidelines and Checklist* sections.

Please also note the following:

- Applications which do not meet the specified criteria, incomplete application forms, or applications missing the required documents will not be processed.
- Last minute cancellation by the selected student will require reimbursing the any expenditure already incurred to RTC via their guarantor. In this regard, students must sign an undertaking, nominating a parent/guardian as their guarantor.
- After shortlisting, a simulated class and interview will be held. Up to 2 students will finally be selected for the programme, along with two alternates.

The application form together with supporting documents listed in the checklist must be submitted to the **International Relations Office by 5 PM on Tuesday, March 28, 2017.**

A	APPLICANT INFORMATION
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1. Applicant's full name: _____		Your latest Photograph
2. Date of Birth: ____/____/____ dd / mm / yy	3. Male: <input type="checkbox"/> Female: <input type="checkbox"/> 4. Nationality: _____ 5. CID No: _____	
6. Contact Details Email: _____ Mobile: _____ Telephone: _____	7. Programme Details: Programme: _____ Semester: _____ Enrolment No: _____	8. Residence: Day Scholar: <input type="checkbox"/> Border: <input type="checkbox"/> (If Border, Please specify residence): _____ Current or Past International Roommate: Yes: <input type="checkbox"/> No: <input type="checkbox"/>

B PARENT/GUARDIAN INFORMATION

(Please fill the Guardian section if you live with a Guardian or if he/she will be paying the expenses associated with the trip)

	Father	Mother	Guardian
Name			
Occupation / Job title & Organization			
Contact address:			
E-mail:			
Mobile:			
Telephone:			

C MINIMUM CRITERIA

Please confirm whether you meet our minimum requirements or not. Note that applications which do not meet the specified criteria will not be processed. The minimum academic percentage required is **65% overall average of completed semesters**.

1. Do you have the required minimum academic percentage?
Yes: ☐ No: ☐
If yes, please specify the overall percentage here: _____, and provide semester-wise details under **Section E- Academic Information**.
2. Do you have any back papers?
Yes: ☐ No: ☐
3. Have you ever (**including before coming to RTC**) been involved in activities that led to disciplinary action against you? If yes, please provide an explanation.
Yes: ☐ No: ☐

D FINANCES / EXPENSES

The following are covered by the **RTC-Pitzer Exchange Scholarship**:

- Pitzer tuition and student room/board for one year (approx. USD \$68,000/yr).

Students with demonstrated financial need will also be eligible for the **Pitzer Access Scholarship**:

Up to 2 Pitzer Access Scholarships are available for those in financial need.

☐ Please check here if you would to apply for the Pitzer Access Scholarship. This covers:

- Round-trip airfare from Paro to Los Angeles (August 2017 departure - May 2018 return)

- Pitzer health insurance for the academic year
- Modest books allowance: USD \$600 for the academic year
- Visa application fee assistance: USD \$500

Students will have to be responsible for financing the following on their own:

- Nu. 179,900 RTC tuition/room/food fees for the academic year 2017-18.
- Travel expenses for trip to Delhi in May or June for the USA visa interview: Est. Nu. 20,000
- Any personal expenses while in the USA: USD \$100-200/month
- Living expense for one month of winter break when Pitzer residence halls are closed: USD \$500-\$1,500 depending on the living arrangements

E | ACADEMIC INFORMATION

Please provide the academic details for your *already completed* semesters:

Programme	Semester	Year	Overall %	Semester Attendance %	Scholastic Achievements (Director's list, Dean's list, participation in conferences, Wednesday talks, seminars, etc.)
	I				
	II				
	III				

Current RTC faculty member who will serve as your reference: _____

Signature of the above: _____

F | LEADERSHIP

Please check the following leadership roles that you have undertaken at RTC including those that have not been listed here. Please note that supporting documents/certificates have to be attached with your application form to prove your participation in such activities.

Leadership	✓	Position/ Special Accomplishments (if applicable)	Year	Semester(s)
1. Student government				
2. Residence Assistant				
3. Club Coordinator				
4. Class Representative				
5. Other leadership roles, please specify:				

G**SOCIAL SERVICE**

Please list the social service activities that you have participated in or have helped organize. Volunteerism at RTC would include events like the graduation ceremony, health run, on campus clean-ups, etc. Community Participation & Engagement would include participation outside RTC but within Bhutan (example YVIA, shoe-vival, BCMD, etc.). Please note that supporting documents/certificates have to be attached with your application form proving your participation in such activities.

Activity	Position/ Special Accomplishments (if applicable)	Year
1. Blood Drive	Donor : <input type="checkbox"/> Organizer: <input type="checkbox"/> Helper: <input type="checkbox"/>	
2. Volunteerism at RTC events		
3. Community Participation & Engagement		
4. Other Social Service activities		

H**EXTRA-CURRICULAR ACTIVITIES**

Please record all the extra-curricular activities and events that you have participated at RTC. You must attach certificates/ documents proving your participation. Please specify which team if you are/were a part of the college team.

Activity	Position/ Special Accomplishments (if applicable)	Semester(s)
1. College Team	Yes : <input type="checkbox"/> No: <input type="checkbox"/>	
2. Participation in SG organized sports tournaments, etc		
3. Contribution(s) made as a member of a Sports Club		
4. Other sporting activities/ events, please specify		
5. Cultural Activities (graduation, concerts, welcome and return shows, etc)		
6. Participation in Club activities		

I INTERNATIONAL PARTICIPATION

1. Are you or have been a roommate of an international student? If yes, please provide their name, exchange programme and the year/semester.

Yes: ☐ No: ☐

2. Have you been a buddy of an international student? If yes, please provide the necessary details.

Yes: ☐ No: ☐

3. Please list any international contributions that you have made (example: participation in SAESM, Y-peer, papers presented, representation of RTC outside Bhutan, etc.).

Application checklist: Please check if you have submitted all the following:

<input type="checkbox"/>	Application form duly signed and dated along with a recent photo
<input type="checkbox"/>	Academic transcript (Showing Semester-wise) – print from results.rtc.bt
<input type="checkbox"/>	ID Card Photocopy
<input type="checkbox"/>	A written consent from Parents for your participation in this programme (available online at myrtc.bt)
<input type="checkbox"/>	Name and signature of a RTC faculty member reference
<input type="checkbox"/>	Relevant Merit and other Certificates obtained at RTC

I hereby certify that all the information submitted in the application and any other supporting documents are my own and are factually true and correct to the best of my knowledge. Those documents signed by parents and/or guardians have been read by them and bear their true signatures. I understand that if ANY submitted information is found to be false, I may be subjected to disciplinary action, including but definitely not limited to immediate denial of the application.

I guarantee, in addition, that RTC will be fully and promptly reimbursed by my guarantor for all expenses expended on me as a result of last minute cancellation.

Full name of Applicant:

Signature:

Date: