

Center for  
Talent  
DEVELOPMENT

Summer 2009

An urban field study program for outstanding high school students

# Civic Leadership Institute



NORTHWESTERN  
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SCHOOL OF EDUCATION & SOCIAL POLICY

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CIVIC EDUCATION PROJECT

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# Civic Leadership Institute

## July 5–July 24, 2009

### Chicago, Illinois

#### WELCOME

Northwestern University's Civic Leadership Institute (CLI) is a three-week residential summer program for outstanding high school students completing grades 9 through 12. The Civic Leadership Institute combines an innovative service-learning curriculum on *Civic Engagement & Contemporary Social Issues* with an unforgettable residential experience in the heart of downtown Chicago.

The Civic Leadership Institute is an initiative of the Civic Education Project, an award-winning leadership and citizenship program based at Northwestern University's Center for Talent Development.

#### CIVIC EDUCATION PROJECT

The Civic Education Project (CEP) combines traditional education and community service to promote civic responsibility among young people. Through innovative school-year programs and summer courses, CEP offers promising young people opportunities to learn and serve in communities across the country, developing the knowledge, experience, and leadership skills they need to make a positive impact on society. CEP offers weeklong field study programs during the academic year for students in grades 9 through 12, and intensive, three-week service-learning courses during the summer for students completing grades 7 through 12.

#### CENTER FOR TALENT DEVELOPMENT

The Center for Talent Development (CTD) at Northwestern University is an accredited learning center and research facility serving the precollegiate gifted community of the Midwest.

Through Northwestern University's Midwest Academic Talent Search and other programs, CTD has assisted more than 500,000 families. Offering a variety of learning alternatives for the gifted student, CTD provides school-year programs such as the Saturday Enrichment Program, Gifted LearningLinks, Project EXCITE, and Project BLAST, as well as summer academic programs (Leapfrog, Apogee, Spectrum, and Equinox). The Civic Leadership Institute is an offering of CTD's Equinox Summer Program for students completing grades 9 through 12.

Led by nationally recognized scholar Paula Olszewski-Kubilius, Ph.D., CTD also offers informational conferences for families and educators, scholarships, and graduate courses on gifted education, and conducts and publishes academic research on gifted students. For more information about CTD or other CTD programs, please visit [www.ctd.northwestern.edu](http://www.ctd.northwestern.edu), e-mail [ctd@northwestern.edu](mailto:ctd@northwestern.edu), or phone 847/491-3782.

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The Center for Talent Development at Northwestern University is accredited as a supplementary school by the North Central Association Commission on Accreditation and School Improvement (NCA CASI) and the Commission on International and Trans-Regional Accreditation (CITA).

## OVERVIEW

News media and popular culture surround us with stories of violence, poverty, and urban decay. Political leaders exchange ideas about education, the economy, health care, and welfare reform. But what are all of these issues really about? What is life like for someone who is homeless or on welfare? Where have these problems come from? Most importantly, what can we do about them, as individual citizens and as a society?

Civic Leadership Institute students, through an introductory course in *Civic Engagement & Contemporary Social Issues Honors*, explore the complex challenges that affect our communities today, and are introduced to tools and strategies for community development and positive social change.

### Civic Leadership Institute participants:

- explore the root causes of and potential solutions to specific social problems
- understand the individual and institutional stakeholders that make up a community
- discover how to identify and mobilize community assets
- gain exposure to a wide range of community development and leadership theories
- analyze case studies on effective social change throughout history
- examine what it means to be a citizen and a leader in today's complex world
- build concrete interpersonal and leadership skills, including communication, teamwork, critical thinking, and creative problem-solving
- identify ways to become more active in their own schools and communities after the program concludes.

## COURSE

Civic Leadership Institute students are placed into course sections of approximately 15 talented high school students from around the country. Together with an outstanding instructor, students engage in both academic work and supervised field experiences.

In the classroom, students are active participants. They read and write about current events and theories of community development from both conceptual and practical perspectives. Our instructors engage students in complex discussions and debates about what they are reading and what they are experiencing in the field; they also facilitate interactive activities designed to explore leadership, teamwork, and group problem-solving. Through independent and small group projects, students have the opportunity to study social issues that impact their own communities.

## FIELD EXPERIENCE

Several times each week, students travel to dynamic urban neighborhoods to engage in service-learning projects with respected local community organizations, and to visit with key community leaders and important institutions.

To ensure the safety of our participants, our staff and our community partners collaborate to provide appropriate orientation, preparation, and supervision for all field experiences. (For more information on safety precautions, see "Safety & Conduct," page 4.)

The service projects are varied, but always allow meaningful opportunities for students to contribute to local organizations while interacting with clients, residents, and staff. For example, Institute participants may prepare and serve meals at a soup kitchen, read to children at a day care center, repair dilapidated low-income senior housing, or lead violence prevention workshops for youth.



The program was  
amazing  
and deeply  
thought-  
provoking.



I gained a new understanding of the world and my role in it.

## FIELD EXPERIENCE *continued*

Through their interactions, students gain perspective into the complex factors operating in urban neighborhoods, the issues that influence people's lives, and the individuals and organizations that are making a difference.

Students are also exposed to the tremendous assets of a metropolitan area through meetings with community stakeholders. Students typically meet with political and business leaders, visit key institutions such as civic organizations, schools, and newspapers, and tour significant cultural and historical sites.

## SPECIAL TOPIC SEMINARS

In addition to the core curriculum, students have the opportunity to engage in focused explorations of social issues of their choosing, through the Special Topic Seminar series. Once a week, instructors and teaching assistants conduct a wide range of seminars on topics such as world poverty, public health, immigration, environmental issues, and school reform. Students select topics that interest them most and participate in facilitated activities, simulations, debates, and discussions around each issue.

## EVENING COLLOQUIA

Another exciting element of the academic program are the Evening Colloquia. Each weekday evening, classes reconvene, sometimes as an entire campus, for two hours of academic enrichment activities. The Institute brings in outstanding guest speakers from a variety of fields, including political theorists, business leaders, local activists, and other people who are making an impact on their communities. Guest speakers give presentations, facilitate discussions, and engage students in activities designed to educate, challenge, and inspire. Additionally, instructors and teaching assistants provide time during evening class sessions for students to reflect on their service experiences, get extra help on assignments, or work on group projects.

## CREDIT & SERVICE HOURS

The Center for Talent Development is accredited by the North Central Association on Accreditation and School Improvement and the Commission on International and Trans-Regional Accreditation. As such, Civic Leadership Institute participants may be eligible for one semester of high school credit and between 25 and 100 hours of service-learning credit (depending on school guidelines).

The acceptance of credit at a student's school depends on the student's successful completion of the course, and the school's institutional policy about the recognition of credit from outside institutions. Students who wish to receive credit for a CTD course at their home school should discuss this option with their academic counselor or school administrator *before* applying to the program.

Students and parents may download a sample syllabus to share with school officials prior to the program at: [www.ctd.northwestern.edu/docs/clisamplesyllabus.pdf](http://www.ctd.northwestern.edu/docs/clisamplesyllabus.pdf).

## EVALUATIONS & TRANSCRIPTS

All students receive a narrative evaluation after completion of the course. The evaluation includes course grades, high school credit and service-learning hours earned, comments on the student's performance in class, and recommendations for future study. Students also receive an official transcript. School officials typically require copies of these materials to grant proper credit. Many students also choose to include them in their college applications. Evaluations and transcripts are sent to families (and schools, if requested) approximately four weeks following completion of the program.

# RESIDENTIAL LIFE

In addition to their course work, Civic Leadership Institute participants enjoy a rich experience outside of the classroom. They live on a college campus in the heart of downtown Chicago and participate in a variety of fun afternoon and weekend activities. More importantly, they get to know other like-minded peers – diverse students who share their exceptional academic abilities as well as their interest in learning about their communities and becoming more active citizens and leaders.

## ABOUT THE SITE

Held at the University of Illinois at Chicago  
Chicago, Illinois

The Civic Leadership Institute is based in the heart of downtown Chicago, at the University of Illinois at Chicago campus. While CLI is a Northwestern University program, this off-site location adjacent to Chicago's Loop allows students easy access to educational and recreational opportunities throughout the city. Field studies and service projects take students to vibrant ethnic neighborhoods like Greektown, Chinatown, and Pilsen. On evenings and weekends, students visit the city's famous historical and cultural sites, as well as tourist attractions like Navy Pier, Millennium Park, and the Magnificent Mile. Living downtown provides students with an unparalleled opportunity to experience all that this incredible city has to offer!



## HOUSING & CAMPUS FACILITIES

All Civic Leadership Institute participants live in one dormitory on campus, under the supervision of specially trained residential staff. Each resident assistant (RA) is responsible for a group of approximately 15 students. Students live on single-sex halls, typically in double rooms. Students on the same hall share bathrooms. Students eat with residential staff and other members of the university community in a dining hall on campus. Students also have limited access to other campus facilities, including libraries, computer labs, and recreational spaces.

## RECREATIONAL ACTIVITIES

Outside of class, students participate in a variety of activities facilitated by the residential staff, including sports, games, arts, and volunteer projects. Many afternoons, students also have the option of signing out in pairs or small groups to take short trips to recreational sites on and around campus, including parks, bookstores, and cafes. Activities are designed so that there is something for everyone, and students often have the option of relaxing in the residence hall instead. Weekends are spent on day trips to service or recreational sites throughout the city, including local tourist attractions, museums, and neighborhood tours. Weekend nights are dedicated to all-campus social events, such as dances, movies, and a talent show. In addition, there is free time each evening for students to socialize with their peers. Throughout the residential program, we focus on helping students have a good time in a safe, supervised environment.

## TYPICAL DAILY SCHEDULE

7:30–9:00	Wake Up & Breakfast
9:00–12:00	Class/Field Study
12:00–1:00	Lunch
1:00–3:00	Class/Field Study
3:00–5:30	Activity/Free Time
5:30–7:00	Dinner
7:00–9:00	Evening Colloquium
9:00–10:00	Social Time
10:00–10:30	Hall Meeting
11:00	Lights Out

## SAFETY & CONDUCT

At all times, the safety of Civic Leadership Institute participants is paramount. We take every reasonable step to ensure the safety of our students on campus and in the field, including:


- **Hiring skilled staff members**

Our staff is a talented group of individuals brought together by their commitment to teaching highly able young people about civic engagement and social responsibility. Our recruiting process attracts outstanding instructors from public and private schools and universities, graduate students, and other education and youth development professionals. Our teaching assistants (TAs) and resident assistants (RAs) are typically older undergraduate students or recent college graduates. They are selected through a competitive process that weighs such factors as academic background, community service experience, and experience working with youth in a residential setting.

- **Working with established and well-respected host agencies on field experiences**

We ask each host agency to work with us to provide safe volunteer and learning environments. We also ask each agency to provide an orientation for our groups, educating the students about potential risks that may exist in their communities and precautions they can take to minimize this risk to the greatest extent possible.

- **Making certain that participants are appropriately supervised**  
While students are ultimately responsible for their own conduct, our administrative, instructional, and residential staff all work together to provide clear guidelines and reasonable supervision. Each group of approximately 15 students is supervised during class time by an instructor and TA, and by the RA staff during evening and weekend hours. Administrative staff are also on site for extra support and supervision.
- **Requiring high standards of student conduct**  
The Civic Leadership Institute is highly structured, and operates with a strict set of rules regarding appropriate boundaries and staff supervision. After students have been admitted to the program, students and parents receive a handbook with detailed information about program rules and policies. These rules help to ensure the well-being of our students and staff, and all students who attend must be committed to respecting them. Students and parents are also asked to sign a copy of the Center for Talent Development Honor Code, so that all participants are aware of the program's expectations and their personal responsibility to contribute to a positive learning environment.
- **Safeguarding the health of all participants**  
Administrative staff keep health information about each participant on hand at all times and are available to screen student medical concerns and provide first aid. Students who become ill or injured are taken to walk-in clinics or emergency rooms for treatment. Families are responsible for all health care costs incurred by their children during the program.



“I learned so much,  
gained so much confidence, and  
feel empowered to really act  
on the knowledge and skills I obtained.”

# ELIGIBILITY & ADMISSIONS

## ELIGIBILITY

The Civic Leadership Institute brings together a diverse group of bright, motivated high school students with an interest in service and a desire to develop their leadership and citizenship skills. You are eligible for the Civic Leadership Institute if you:

- will have completed grade 9, 10, 11, or 12 by Summer 2009.
- can demonstrate a high level of academic ability through strong scores on the verbal composite of a nationally normed standardized achievement test. (See score requirements below. Students who do not meet these requirements may submit an Admission Portfolio.)
- have a sincere interest in learning about communities, social issues, and active citizenship. (Applicants are encouraged to use the student essay to demonstrate their interest and/or experience in these areas.)

## APPLICATION REQUIREMENTS

New students who have qualifying test scores should submit:

- Completed and signed Application for Admission, including application fee and tuition deposit;
- 250-word essay completely conceived of and written by the applicant, describing his/her reasons for wanting to attend the Civic Leadership Institute, and what he/she hopes to gain from participation in the program;
- Copy of test score report meeting score requirements:
  - a score of SAT V or CR  $\geq$  510 or ACT R  $\geq$  24 on a test taken in grades 6–9 through Northwestern University's Midwest Academic Talent Search or similar service; OR
  - achievement in the 95th percentile or above on the verbal composite of any nationally normed standardized achievement test;
- Completed and signed Financial Aid Application and/or Payment Plan Application (if applicable).

## ADMISSION PORTFOLIO

New students who do not have qualifying test scores may submit an Admission Portfolio. In addition to the standard requirements, Admission Portfolio applicants should submit:

- Most recent standardized test scores, demonstrating high academic ability in relevant subject areas;
- Most recent school report card or transcript, demonstrating high academic achievement in relevant subject areas;
- Two completed and signed Teacher Recommendation Forms, from teachers who are familiar with the student's work and can speak to his/her ability to complete an intensive honors-level course in civic engagement and contemporary social issues.



## PREQUALIFIED APPLICANTS

Returning students who have successfully completed a CTD course in the social sciences or humanities in CivicWeek, Summer Program, Saturday Enrichment Program, or Gifted LearningLinks are only required to submit an application form and essay.

## INTERNATIONAL APPLICANTS

In addition to the standard requirements, international applicants should submit TOEFL or SLEP scores if English is not their first language. International applicants are encouraged to apply by April 1, 2009, as it may take up to 10 weeks to secure a visa.

## APPLICATION PROCESS

Application materials are included in this catalog. Students may also apply online or download application materials from our web site at [www.civicleadershipinstitute.org](http://www.civicleadershipinstitute.org). **Applications must be postmarked or submitted online by May 22, 2009.**

Applications are reviewed on a rolling basis and space is limited, so **students are encouraged to apply early** to increase their chances of being accepted into the program.

## NOTIFICATION

Students are notified of the status of their application within four weeks of receipt of a complete application. Accepted students receive an admissions packet at that time, with all relevant details about the program and site, including travel information, opening and closing day schedules, things to bring, health and medical information, rules and policies, etc.

## LATE APPLICATIONS

Late applications will be accepted, and considered as space in the program permits. Applications postmarked or submitted online after May 22, 2009 must be accompanied by payment in full and an additional \$50 late fee.

# TUITION & FINANCIAL AID

## TUITION & FEES

Civic Leadership Institute Tuition	\$2925
<i>Includes tuition, room and board for three weeks, books, and materials.</i>	
Field Study Fee	\$110
<i>Includes all service project and field trip fees.</i>	
Application Fee (Domestic)	\$60
International Application Fee	\$110
Late Fee	\$50
<i>Applies to applications postmarked or submitted online after May 22, 2009.</i>	

## PAYMENT POLICIES

- All applications must be accompanied by a non-refundable application fee of \$60 and a tuition deposit of \$200 for a total of \$260.
- Tuition balances must be paid by check, money order, or credit card (MC/Visa) within 30 days of the student's acceptance to the program.
- Applications postmarked or submitted online after May 22, 2009 must be accompanied by payment in full and an additional non-refundable late fee of \$50.
- Students with an outstanding balance after June 1, 2009 may lose their place in the program.

## REFUND POLICIES

- All requests for refunds and/or withdrawals must be made in writing and either e-mailed, faxed, or mailed to CTD by June 12, 2009.
- The application fee is not refundable unless all course choices are closed or financial aid is not adequate for participation.
- The tuition deposit is not refundable after June 12.
- Students who withdraw between June 12 and the start of the program are refunded 50% of program fees paid less the deposit.
- Students who withdraw after the start of the program or are dismissed for disciplinary reasons receive no refund.
- Refund processing takes a minimum of eight weeks starting from the time a written request is received by CTD.

## FINANCIAL AID

CTD aims to ensure that our programming is accessible to all students who wish to attend, regardless of financial circumstances. A limited amount of need-based financial aid is available.

**Students seeking aid are encouraged to *apply early***, as funds are limited and are granted on a rolling basis. Students seeking aid are also encouraged to apply for the payment plan (see below), as financial aid awards typically do not cover the entire tuition fee.

Aid awards are based on family income and extenuating circumstances. Requests for assistance typically exceed resources. The average adjusted gross income of those families receiving aid in 2008 was under \$35,000. For this reason, families are discouraged from applying for financial aid if their adjusted gross income is greater than \$50,000. Financial aid is awarded for no more than one summer program session per child.

Students who wish to apply for financial aid should submit a Financial Aid Application, available in this catalog or online, along with all supporting documentation. Financial aid applicants are expected to pay the application fee and tuition deposit. Applicants will not be considered for financial aid until all admissions and financial aid materials have been received.

The amount of financial aid granted and the balance due are reflected on an invoice included in the acceptance packet. Any outstanding balance must be paid by June 1, 2009 unless arrangements have been made with CTD for a payment plan.

## OTHER SOURCES OF SUPPORT

We strongly suggest that students with need also seek outside financial support. Students who are admitted to the program should start sending out letters soliciting additional funds right away. Local religious or community organizations, businesses, local government offices, friends, and relatives are all potential sources of support. In addition, local schools and private agencies often provide summer scholarships for talented students.

## PAYMENT PLAN

A five-month payment plan option is available to all students. The amount covered by the plan is equal to the tuition and fees less the application fee, tuition deposit, and any financial aid awarded.

Families who do not apply for financial aid, or apply for but do not receive financial aid, are assessed a service charge of \$50 for using the payment plan. Families who receive financial aid are not assessed a service charge for using the payment plan.

Students who wish to apply for the payment plan should submit a Payment Plan Application, available in this catalog or online. The first payment is due when the applicant is notified of acceptance to the program. Subsequent payments are due on the last day of each month following the applicant's acceptance.

Payments may be made by check, money order, or credit card. If the applicant is accepted into the program, monthly coupons will be prepared and sent with the acceptance packet.



# CTD SUMMER PROGRAM 2009 APPLICATION FOR ADMISSION

**Civic Leadership Institute** For fast, easy, and secure service, please consider applying online at [www.civicleadershipinstitute.org](http://www.civicleadershipinstitute.org).

## Applicant Information *Please type or print. You may photocopy this application for family or friends.*

Applicant's Name

Date of Birth	/	/	FIRST	GENDER	<input type="checkbox"/> Male	<input type="checkbox"/> Female	MIDDLE	2008-2009	Grade Level	LAST
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Billing/Home Address

BOX/ROUTE OR NUMBER AND STREET										
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CITY	STATE (PROVINCE)				ZIP	COUNTRY
------	------------------	--	--	--	-----	---------

Home Phone ( )	Cell Phone ( )	E-mail Address			
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Please check here if you **cannot** receive our acceptance packet and program materials via the e-mail address listed above.

Race/Ethnicity (optional)	<input type="checkbox"/> African-American	<input type="checkbox"/> Asian/Pacific Islander	<input type="checkbox"/> Caucasian	<input type="checkbox"/> Hispanic
	<input type="checkbox"/> Multiracial	<input type="checkbox"/> Native Alaskan/Native American	<input type="checkbox"/> Other	

T-Shirt Size (students receive a program t-shirt)  Small  Medium  Large  XL  XXL

## Contact Information

Parent/Guardian 1 Name  Dr.  Mrs.  Ms.  Mr.

Occupation	Employer
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Day Phone ( )	Evening Phone ( )	Cell Phone ( )	E-mail
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Parent/Guardian 2 Name  Dr.  Mrs.  Ms.  Mr.

Occupation	Employer
------------	----------

Day Phone ( )	Evening Phone ( )	Cell Phone ( )	E-mail
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Emergency Contact (must be someone other than parent) *This person must be available during student's attendance in the program.*

Name

Day Phone ( )	Evening Phone ( )	Cell Phone ( )	RELATIONSHIP
---------------	-------------------	----------------	--------------

## Application Method

New Applicant  Prequalified Applicant  Admission Portfolio

Applying as  Resident  Commuter  International applicant?  Yes  No

Applying for financial aid?  Yes  No

**Application Checklist** *Application forms will **not** be processed until all relevant materials have been received. For more information about eligibility and application requirements, please refer to page 5.*

New Applicant	Prequalified Applicant	Admission Portfolio
<input type="checkbox"/> NUMATS or other nationally normed test scores	<input type="checkbox"/> Successful previous CTD participation	<input type="checkbox"/> Two teacher recommendations
<input type="checkbox"/> Completed application	<input type="checkbox"/> Completed application	<input type="checkbox"/> Standardized test scores
<input type="checkbox"/> Student essay	<input type="checkbox"/> Student essay	<input type="checkbox"/> School report card or transcript
<input type="checkbox"/> Course payment	<input type="checkbox"/> Course payment	<input type="checkbox"/> Completed application and student essay
<input type="checkbox"/> Late fee (after May 22, 2009)	<input type="checkbox"/> Late fee (after May 22, 2009)	<input type="checkbox"/> Course payment and late fee (after May 22, 2009)

## Course Information

Course Number: **72** Course Title: **Civic Engagement & Contemporary Social Issues Honors** Session: **July 5 - July 24** Site: **Chicago**

## School Information

Name of School Attending in 2008-2009

Check here if you do *not* want an evaluation and transcript sent to the student's school.

School Official to Receive Transcripts

School Mailing Address	FIRST	LAST	TITLE
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School Phone ( )	School Fax ( )	Type of school: <input type="checkbox"/> Public <input type="checkbox"/> Private/Independent <input type="checkbox"/> Parochial <input type="checkbox"/> Home School
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## For Office Use Only

APP ID \_\_\_\_\_ REC'D \_\_\_\_\_ CK# \_\_\_\_\_ CK DATE \_\_\_\_\_ CK AMT \$ \_\_\_\_\_ ADM \_\_\_\_\_ DENY \_\_\_\_\_ WD \_\_\_\_\_

# CTD SUMMER PROGRAM 2009 APPLICATION FOR ADMISSION<sup>continued</sup>

## Civic Leadership Institute

### Student Essay

Please attach a one-page, approximately 250-word essay, conceived of and written by the applicant, describing his/her reasons for wanting to attend the Civic Leadership Institute and what s/he hopes to gain from participation in the program.

### Certification/Releases

We have read the CTD Civic Leadership Institute brochure and fully understand the nature of the program, admission criteria, refund, and financial aid policies. We agree to abide by the rules and policies stated in this brochure, in the student handbook, and established during the session by staff. As a parent/guardian, I give permission for my child to participate in the CTD Civic Leadership Institute and all related activities and field trips. Activities and field trips may include but are not limited to service projects, tourist attractions, sports, swimming, etc. As a student, I give CTD representatives permission to contact my parent(s), guardian(s), and/or emergency contact(s) to discuss academic, health, administrative, or disciplinary matters related to my enrollment in the program. The signatures below also grant Northwestern University the right to reproduce the image, likeness, and work of the student and his/her family members in publications and other media, including the web site. We will make no monetary or other claim against Northwestern for such use. We certify that all statements and materials presented in the application are correct and complete, and agree that the deliberate submission of inaccurate, incomplete, or misleading statements or materials constitutes grounds for revocation of admission or dismissal from the program.

\_\_\_\_\_  
SIGNATURE OF STUDENT

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE OF PARENT OR LEGAL GUARDIAN

\_\_\_\_\_  
DATE

### Course Costs

An application fee of \$60 and a tuition deposit of \$200 must be submitted with the application. Payment of remaining tuition balance is due upon receipt of acceptance packet or by June 1, 2009, unless the payment plan is chosen. If the payment plan is chosen, a \$50 installment fee must be paid with the tuition deposit. Make check or money order payable to Center for Talent Development. Please write the name of the applicant on the check or money order. Check all appropriate boxes:

- \$60 Domestic Application Fee OR  \$110 International Application Fee (non-refundable, required with application)  
 \$200 Tuition Deposit (required with application) *Full tuition is due with any application postmarked after May 22, 2009.*  
 \$50 Payment Plan Fee (if applicable)  
 \$50 Late Application Fee (if postmarked after May 22, 2009) \$ \_\_\_\_\_ Total enclosed

### Program Information

Have you previously participated in a program of the Civic Education Project or the Center for Talent Development?

- Yes \_\_\_\_\_  No \_\_\_\_\_  
PROGRAM NAME AND LAST YEAR ATTENDED

Were you a participant in Northwestern University's Midwest Academic Talent Search (NUMATS)?  Yes  No

How did you *first* hear about the Civic Leadership Institute?

- Received catalog/postcard mailed home  Received email from CEP/CTD  Advertisement \_\_\_\_\_  
 Teacher/school \_\_\_\_\_  Friend/relative \_\_\_\_\_  Fair/conference/presentation \_\_\_\_\_  
 Web link \_\_\_\_\_  Internet search \_\_\_\_\_  Other \_\_\_\_\_



- Yes, I would like to help another student participate in the Civic Leadership Institute by making a tax-deductible donation to the CTD Scholarship Fund in the amount of \$ \_\_\_\_\_  
 An additional check or money order is enclosed to cover my donation.  
Checks should be made payable to Center for Talent Development Scholarship Fund.

### Mail completed application to:

Civic Education Project / Civic Leadership Institute Admissions / 617 Dartmouth Place / Evanston IL 60208-4175

Applications must be postmarked by **May 22, 2009**. To ensure prompt processing, please submit all materials under single cover. Students are encouraged to apply early. Late applications will be accepted and considered as space in the program permits. Incomplete applications will NOT be processed.

# CTD SUMMER PROGRAM 2009 TEACHER RECOMMENDATION FORM

## Civic Leadership Institute

### To the Applicant

If you are applying by Admission Portfolio, please complete the information in this section and give this form to two teachers (please duplicate this form for the second teacher) who are familiar with your work. Include information about CTD and the Civic Leadership Institute. If possible, choose teachers in the social sciences or humanities. Each teacher should place this form and the attached letter of recommendation in a sealed envelope with a signature over the flap and return it to you. You should include the sealed letters with your application. If this is not possible, you may have your teachers return the recommendations directly to us. As a courtesy, you might provide each teacher with a stamped envelope addressed to the CTD Summer Program.

Applicant's Name

FIRST

MIDDLE

LAST

Home Phone (      )

E-mail

Course Number: **72**    Course Title: **Civic Engagement & Contemporary Social Issues Honors**    Session: **July 5 - July 24**    Site: **Chicago**

Waiver: I, \_\_\_\_\_, hereby waive my right of access to the completed recommendation.

SIGNATURE OF STUDENT

DATE

SIGNATURE OF PARENT

DATE

### To the Teacher

The Center for Talent Development (CTD) at Northwestern University provides educational programs and services for academically talented students in PreK to grade 12. CTD's Civic Leadership Institute combines engaging academic work with community service and hands-on field experiences to help young people develop the knowledge, experience, and leadership skills they need to make a positive impact on society. Students participate in an intensive, academically challenging course in *Civic Engagement & Contemporary Social Issues Honors* that meets five to seven hours per day, five days per week, for three weeks. We would appreciate your thoughtful reflection on whether this student would succeed in this selective program. We have asked the student to provide you with information about the Civic Leadership Institute. With further questions about the program, visit [www.civicleadershipinstitute.org](http://www.civicleadershipinstitute.org) or contact us at 847/467-2572 or [cep@northwestern.edu](mailto:cep@northwestern.edu).

Teacher's Name

FIRST

LAST

Title/Department

School Name

Mailing Address

BOX/ROUTE OR NUMBER AND STREET

CITY

STATE

ZIP

Phone (      )

E-mail

How many years have you known the applicant? \_\_\_\_\_

Please describe your relationship with the applicant including any relevant coursework:

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*continued on next page*

# CTD SUMMER PROGRAM 2009 TEACHER RECOMMENDATION continued

## Civic Leadership Institute

Please rate this student in the following categories by checking the box that best reflects his/her skills.

Qualities	Exceptional	Good	Below Average	Not Applicable
Intellectual curiosity				
Internal motivation				
Maturity				
Ability to manage stress				
Ability to learn independently				
Academic integrity				
Academic achievement				
Academic potential				
Critical thinking skills				
Interest in service/social issues				
Ability to work with others				
Leadership ability				
Problem solving ability				
Verbal reasoning ability				
Writing ability				

Within the context of your school, how would you characterize the level at which the student is currently working in the social sciences?

- At grade level    One grade above    Two grades above    Don't know

Describe the cohort to which you are comparing this student: \_\_\_\_\_

Please rank the student's likelihood of succeeding in a fast-paced, accelerated summer course:

- Very likely    Likely    Somewhat likely    Not likely

Please attach a letter that responds to the following:

- The student's ability to succeed in the program and curriculum described.
- What the student might contribute to a classroom of academically talented peers.
- The student's maturity and ability to be self-sufficient in residential and social settings.
- Any concerns you might have about the student participating in a rigorous summer academic program.

Thank you for agreeing to submit a recommendation in support of this applicant for admission to the CTD Civic Leadership Institute at Northwestern University. Please place this form and the letter of recommendation in a sealed envelope with your signature over the flap and return it to the student. If this is not possible, mail or fax the recommendation directly to:

Civic Education Project  
 Civic Leadership Institute Admissions  
 617 Dartmouth Place  
 Evanston IL 60208-4175  
 Fax: 847/467-0880

# CTD SUMMER PROGRAM 2009 FINANCIAL AID APPLICATION

## Civic Leadership Institute

### Applicant Information

Student's Name \_\_\_\_\_

Home Phone (      ) \_\_\_\_\_ E-mail \_\_\_\_\_

### Family Information

Parent 1 Name \_\_\_\_\_ Occupation \_\_\_\_\_

Employer/Address \_\_\_\_\_

Parent 2 Name \_\_\_\_\_ Occupation \_\_\_\_\_

Employer/Address \_\_\_\_\_

Names and Ages of Other Children \_\_\_\_\_

Parents' Marital Status    Single    Married    Separated    Divorced    Widowed

### Income Information

Student is receiving:    Free Lunch Program    Reduced Lunch Program   *Please provide a verification letter from the school or coordinator.*

INCOME	2008	2009 (est)	VALUE	DEBT	EXPENSES	2008	2009 (est)
	Parent 1 Wages						Cash/Savings/Checking
Parent 2 Wages			Home		Medical Expenses Not Covered		
Business Income			Business		Educational Expenses Not Covered		
Child Support/Alimony			Investments		Other Expenses		
TANF			Other				
Other Income							

### Family Contribution & Other Aid Sources

How much can your family contribute toward the summer program tuition (either dollar amount or percent)? \_\_\_\_\_

Please describe any other scholarships or aid applied for or awarded to the student for the summer program, including names, dates, and amounts:

### Statement of Need

**Please attach a statement describing in detail the nature of the need for aid.** Focus on financial concerns and problems that would inhibit or prevent the student from attending should aid not be awarded.

### Financial Aid Application Checklist

To complete your financial aid application, please submit:

- Completed Application for Admission materials, including application fee and tuition deposit
- Completed Financial Aid Application
- Statement of Need
- Federal Tax information, including signed copies of first and second pages of most recent federal income tax return
- Free or reduced lunch verification letter, if applicable

**Students will not be considered for financial aid until all admissions and financial aid materials have been received.**

**Early application is encouraged as funds are limited and granted on a rolling basis.**

Please include this form with the Application for Admission and mail to:

Civic Education Project / Civic Leadership Institute Admissions / 617 Dartmouth Place / Evanston IL 60208-4175

### For Office Use Only

APP ID \_\_\_\_\_ DATE REC'D \_\_\_\_\_ DATE ACCT'D \_\_\_\_\_ APPLICATION COMPLETE Y \_\_\_\_\_ N \_\_\_\_\_ F.A. Y \_\_\_\_\_ N \_\_\_\_\_ AMT \$ \_\_\_\_\_

OUTSTANDING BALANCE \$ \_\_\_\_\_ NOTES: \_\_\_\_\_