



RLS Dept  
1600 Holloway Ave  
San Francisco, CA 94132-4161

## **Tall Ship Semester for Girls Application for Admission Spring 2009**

Congratulations on taking the first step to an adventure of a lifetime! This application for admission to the Tall Ship Semester for Girls 2009 contains all of the forms and information you will need to apply for the 2009 semester program.

The Tall Ship Semester for Girls is an adventure education semester run by the Tall Ship Education Academy. The semester involves hands-on learning, hard work and a six week voyage where students become the working crew of a sailboat. Students in the Tall Ship Semester for Girls are not enrolled in classes at their regular high school, but instead spend the entire spring semester in our classrooms at SF State and aboard the ship. They earn academic credit equivalent to a regular high school semester. This program is a big commitment and thus the application process requires input from the student, her parents/guardians, her high school and her teachers.

There are five sections to the application. Section 1, "Student Information" must be filled out by the student applying to the program. Section 2, "Parent Information" must be filled out by the applicant's parent(s)/guardian. Section 3, "Recommendations", must be filled out by teachers and/or mentors of the applicant's choosing. Section 4, "High School Information" must be filled out by officials in the applicant's high school. Section 5 "Tuition and Sliding Scale Tuition Program" that must be filled out by parents/guardians if they want their daughter to be considered for the sliding scale tuition program. It is the applicant's responsibility to see that all four sections of the application are completed and reach the Tall Ship Education Academy office in a timely manner.

If the student, parents, guardians, school officials and/or teachers have questions while filling out this application, please do not hesitate to contact the Tall Ship Education Academy office using the phone and/or email listed below.

Once the student's application is complete, we will schedule an interview with the student. The interview is the final step in the application process.

Applications for the Tall Ship Semester for Girls will be considered on the following schedule:

- August 22, 2008 Early decision application deadline. Students submitting application materials by this date will receive their admissions decision by late August.
- October 10, 2008 Regular decision application deadline. Students submitting application materials by this date will receive their admission decisions by mid-October.
- After October 17, 2008 Applications will be reviewed on a rolling basis for any spaces still available



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## Tall Ship Semester for Girls -- Application for Admission Spring 2009

### Section 1: Student Information

Name \_\_\_\_\_

Birth Date \_\_\_\_\_ Age at Program Start \_\_\_\_\_ Social Sec. # \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Home ( \_\_ ) \_\_\_\_\_ Cell ( \_\_ ) \_\_\_\_\_ Other ( \_\_ ) \_\_\_\_\_

E-mail (write neatly!!) \_\_\_\_\_

Do you check your email frequently? Yes No

Do you speak and understand English? Yes No

Are you a US citizen? Yes No If no, please give your visa/immigration status: \_\_\_\_\_

\_\_\_\_\_

Do you have a US Passport? Yes No Passport Number \_\_\_\_\_

Year in school: \_\_\_\_\_ Have you attended more than one high school? Yes No

High School you currently attend: \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

Advisor or Counselor's name: \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

For which admissions deadline are you applying?

- August 22, 2008 Early decision application deadline.
- October 10, 2008 Regular decision application deadline.
- Rolling admissions (after October 17, 2008)

## Applicant Written Responses

As you answer the questions on the following page, remember that this program is available to all types of students. Initiative and the ability to work independently are important characteristics that are needed to make this program work. Use these essay questions to show us why you are a good candidate for this program. Answer each of the following questions in one to three paragraphs on a separate piece of paper:

1. We want to make sure that you understand what TSSG entails. Imagine you are explaining the program to a friend – how would you describe what you are about to do? How would you explain why you want to get involved with this program?
2. Explain why you wish to participate in this program. How will you benefit?
3. How will you contribute to this program? Highlight your skills, experience and strengths.
4. Have you ever traveled before? If so, what did you gain from your experience? If not, what do you think you would gain from traveling?
5. Describe your work style. Do you prefer to work with a group or on your own? Do you work well independently or do you need reminders to keep you on task? (Consider work that you do in and out of school)
6. How well can you swim? What is your experience sailing, if any?
7. Have you ever had academic or disciplinary problems? Explain either of these two situations if they apply.
8. What is the longest time you have been away from home? How did you react to being away from home?
9. What is one thing about yourself that can cause conflict with others? Explain with an example.
10. The Tall Ship Semester for Girls requires that each girl contribute AT LEAST 25% of the total tuition *with her own work efforts*. How do you plan to make the money to fulfill this?
11. Do you have any medical conditions that might affect your ability to participate in the program? Do you take any medications regularly and if so, what for?
12. Have you seen or are you seeing a counselor or therapist for any reason? If so, please explain why you sought counseling and the length of time you have been in counseling.
13. By now you should have discussed this program with your parents. What was their reaction to your wanting to apply to TSSG? What are their concerns?

## Recommendations

Please talk to two adults that know you well. One of these adults must be a teacher, the other can be an employer, a coach, a camp counselor or another adult that knows you well but is NOT a family member. Discuss the program with the adults and why you are choosing to apply. Have each of them fill out one of the enclosed teacher recommendation forms (Section 3) and either return them to you in a sealed envelope or send them directly to TSEA. Write in contact information for the two adults from whom you asked for recommendations.

Name of teacher/adult 1: \_\_\_\_\_

Relationship to you: \_\_\_\_\_ Phone Number: (\_\_\_\_) \_\_\_\_\_

Name of teacher/adult 2: \_\_\_\_\_

Relationship to you: \_\_\_\_\_ Phone Number: (\_\_\_\_) \_\_\_\_\_

## Signature

I have read and understand all of the sections of this application for admission for the Tall Ship Semester for Girls 2009. I understand that I am responsible for making sure that all parts of my application are received by the Tall Ship Education Academy by the application deadline. I understand that I am responsible for raising 25% of the tuition that is required for my participation in this program.

All of the information on this application is true to the best of my knowledge. I understand the terms of my application.

Applicant signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed name: \_\_\_\_\_



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Applicant Name \_\_\_\_\_

### Tall Ship Semester for Girls -- Application for Admission Spring 2009

#### Section 2: Parent Information

Mother/Guardian \_\_\_\_\_ Occupation \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Home ( \_\_\_ ) \_\_\_\_\_ Work ( \_\_\_ ) \_\_\_\_\_ Cell ( \_\_\_ ) \_\_\_\_\_

Pager ( \_\_\_ ) \_\_\_\_\_ Fax ( \_\_\_ ) \_\_\_\_\_ Other ( \_\_\_ ) \_\_\_\_\_

E-mail \_\_\_\_\_

Does mother/guardian speak and understand English? Yes No

Father/Guardian \_\_\_\_\_ Occupation \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Home ( \_\_\_ ) \_\_\_\_\_ Work ( \_\_\_ ) \_\_\_\_\_ Cell ( \_\_\_ ) \_\_\_\_\_

Pager ( \_\_\_ ) \_\_\_\_\_ Fax ( \_\_\_ ) \_\_\_\_\_ Other ( \_\_\_ ) \_\_\_\_\_

E-mail \_\_\_\_\_

Does father/guardian speak and understand English? Yes No

Are applicant's parents:

- Still Married
- Remarried
- Separated
- Divorced
- Mother Deceased
- Father Deceased
- Never Married
- Never Married, Living Together
- Other \_\_\_\_\_

Applicant Name \_\_\_\_\_

**Section 2: Parent Information, continued**

If the applicant's parents do not live together, please indicate the applicant's primary guardian and primary home by putting a star next to his/her name above. If either parent is remarried, please include the information above for any step parent (on a separate page).

List all children for whom the applicant's parents are financially responsible. Please provide names, ages and occupations.

**Parent/Guardian statement**

Please provide a short statement explaining why you support your daughter's participation in the Tall Ship Semester for Girls Program. Title the statement "Parent Statement". Sign and date the statement and include it with the application. If applicant's parents do not speak and write English, they may write this statement in their native language.

**Signature**

Please endorse this application if you feel that this student would benefit from the experience, can meet academic requirements for graduation and that you understand the financial commitments required by the program.

Parent/Guardian signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian signature: \_\_\_\_\_ Date: \_\_\_\_\_



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### Section 3a: Teacher Recommendation 1

**Applicant:** Please fill out your name and grade on this form. Discuss the program you are applying for with a teacher that knows you well and can attest to your academics and character. Give the recommendation to the teacher.

Applicant name: \_\_\_\_\_ Phone Number \_\_\_\_\_ Grade: \_\_\_\_

**Parent:** Please read and sign the statement below.

For the student named above, I acknowledge that I waive my right to read this confidential teacher recommendation.

Signature of Applicant's Parent or Guardian \_\_\_\_\_ Date: \_\_\_\_\_

**Teacher:** The Tall Ship Semester for Girls is an experiential learning program that enrolls a diverse group of young women from the Bay Area. We seek to enroll motivated individuals who will benefit from a challenge outside the classroom. With this background in mind, please complete this form. This recommendation will remain confidential and will not become part of the student's permanent record. Please make any additional comments about this applicant you feel are pertinent. We sincerely appreciate your cooperation and candor.

Please answer the following on a separate sheet of paper:

1. Describe the student's efforts in relation to his/her ability.
2. Describe the applicant's strengths, weaknesses, enthusiasms and dislikes.
3. Has the applicant demonstrated the ability to comply with discipline, authority and structure. Please explain.
4. How does the applicant demonstrate his/her maturity and tolerance in relation with others. Please explain.
5. Would you foresee any problems if the applicant were to participate in this program? If, so, what?
6. Is there any information about this student that would be better conveyed over the phone? Yes No If so, may we contact you? Yes No
7. I am familiar with the Tall Ship Semester for Girls program (circle one):  
not at all      somewhat      fairly      very familiar

**Academic Qualities**

No opportunity to observe		Poor	Fair	Average	Good	Excellent	One of the Best Ever
	Study habits						
	Attention span						
	Ability to work independently						
	Ability to organize and communicate ideas						
	Motivation						
	Intellectual curiosity						
	Critical and abstract thinking skills						

**Personal Qualities**

No opportunity to observe		Poor	Fair	Average	Good	Excellent	One of the Best Ever
	Creativity						
	Self-confidence						
	Leadership Potential						
	Reaction to criticism						
	Reaction to setbacks						
	Concern for others						
	Personal conduct						
	Personal Integrity						
	Ability to act independently						
	Ability to act cooperatively						
	General level of maturity						
	Sense of humor						

**I recommend this student:**

	Not at all	With reservation	Mildly	With confidence	Enthusiastically
Academic Ability and Promise					
Character and Personal Promise					
Overall					

Name: \_\_\_\_\_ Position: \_\_\_\_\_

School: \_\_\_\_\_ School Phone: \_\_\_\_\_

School Address: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please submit this recommendation to TSEA at the address in the letterhead or return it to the applicant in a sealed, signed envelope.



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### Section 3b: Mentor/Coach/Teacher Recommendation 2

**Applicant:** Please fill out your name and grade on this form. Discuss the program you are applying for with a teacher that knows you well and can attest to your academics and character. Give the recommendation to the teacher.

Applicant name: \_\_\_\_\_ Phone Number \_\_\_\_\_ Grade: \_\_\_\_

**Parent:** Please read and sign the statement below.

For the student named above, I acknowledge that I waive my right to read this confidential teacher recommendation.

Signature of Applicant's Parent or Guardian \_\_\_\_\_ Date: \_\_\_\_\_

**Teacher:** The Tall Ship Semester for Girls is an experiential learning program that enrolls a diverse group of young women from the Bay Area. We seek to enroll motivated individuals who will benefit from a challenge outside the classroom. With this background in mind, please complete this form. This recommendation will remain confidential and will not become part of the student's permanent record. Please make any additional comments about this applicant you feel are pertinent. We sincerely appreciate your cooperation and candor.

Please answer the following on a separate sheet of paper:

8. Describe the applicant's efforts in relation to his/her ability.
9. Describe the applicant's strengths, weaknesses, enthusiasms and dislikes.
10. Has the applicant demonstrated the ability to comply with discipline, authority and structure. Please explain.
11. How does the applicant demonstrate his/her maturity and tolerance in relation with others. Please explain.
12. Would you foresee any problems if the applicant were to participate in this program? If, so, what?
13. Is there any information about this applicant that would be better conveyed over the phone? Yes No If so, may we contact you? Yes No
14. I am familiar with the Tall Ship Semester for Girls program (circle one):  
not at all      somewhat      fairly      very familiar

**Academic Qualities**

No opportunity to observe		Poor	Fair	Average	Good	Excellent	One of the Best Ever
	Study habits						
	Attention span						
	Ability to work independently						
	Ability to organize and communicate ideas						
	Motivation						
	Intellectual curiosity						
	Critical and abstract thinking skills						

**Personal Qualities**

No opportunity to observe		Poor	Fair	Average	Good	Excellent	One of the Best Ever
	Creativity						
	Self-confidence						
	Leadership Potential						
	Reaction to criticism						
	Reaction to setbacks						
	Concern for others						
	Personal conduct						
	Personal Integrity						
	Ability to act independently						
	Ability to act cooperatively						
	General level of maturity						
	Sense of humor						

**I recommend this student:**

	Not at all	With reservation	Mildly	With confidence	Enthusiastically
Academic Ability and Promise					
Character and Personal Promise					
Overall					

Name: \_\_\_\_\_ Position: \_\_\_\_\_

School/Organization: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please submit this recommendation to TSEA at the address in the letterhead or return it to the applicant in a sealed, signed envelope.



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Applicant Name \_\_\_\_\_

## Tall Ship Semester for Girls -- Application for Admission

### Section 4: High School Information

**Applicant:** It is important to discuss your interest in the Tall Ship Semester for Girls with your school counselor so that you and the school understand your academic requirements for graduation and any impact that your participation in the Tall Ship Semester for Girls may have on your required academic courses. If they have any questions, please have them call TSEA.

**High School Counselor:** The applicant named above is applying for admission to the Tall Ship Semester for Girls (TSSG). TSSG is an adventure education semester run by the Tall Ship Education Academy. The semester involves hands-on learning, hard work and a six week voyage where students become the working crew of a sailboat. Students in TSSG are not enrolled in classes at their regular high school, but instead spend the entire spring semester in our classrooms at SF State and aboard the ship.

The Tall Ship Education Academy is accredited by the Schools Commission of the Western Association of Schools and Colleges. The academic courses offered during TSSG are:

Caribbean Literature	English	5.0 units
History of the Caribbean	History	5.0 units
Math of Navigation	Math	5.0 units
Oceanography	Science	5.0 units
Leadership Development	Elective	5.0 units
Seamanship	Elective	5.0 units
Career Exploration	Elective	5.0 units
Physical Education	PE	5.0 units

Course outlines for TSSG courses can be provided upon request. These courses are not currently UC approved. The "home" high school of the student will need to transfer the Tall Ship Education Academy credit to the student's regular transcript and can equate it with the home school's UC approved courses if they deem it appropriate. Students cannot graduate from TSEA.

Some students who participate in TSSG may need to take summer school or night classes to make up required credits. For example a student in TSSG her junior year will have to make up the second semester of US History in order to graduate. Several local high schools have allowed students to pursue courses like civics and economics as an independent study.

Please review the applicant's transcript and discuss with her and her parents/guardians the requirements that she will need to accommodate to participate in TSSG. After doing so, if you feel that the student a) would benefit from the experience b) can meet academic requirements for graduation and if you will be able to schedule school transfers as needed, please sign below.

Counselor's signature: \_\_\_\_\_ Date: \_\_\_\_\_



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Applicant Name \_\_\_\_\_

## Tall Ship Semester for Girls -- Application for Admission

### Section 5: Tuition and Sliding Scale Tuition Program

The Tall Ship Education Academy employs a sliding scale tuition program to ensure that all students we accept into the program are given the financial support needed to make the program a reality for them. Tuition support is given on a needs basis which is determined in one of two ways:

1. Students who qualify for the Federal Free and Reduced Lunch program automatically qualify for the sliding scale tuition program. There are no additional applications needed. You will need to provide proof of your enrollment in the Federal Free and Reduced Lunch program.
2. For all others interested in qualifying for the sliding scale tuition program: Parents must complete a "Parents' Financial Statement" and submit it to the Tall Ship Education Academy. From this information, a reasonable tuition rate is then calculated for each family.

The maximum tuition charged for the Tall Ship Semester for Girls in 2009 is \$10,000. Tuition may be paid in an agreed upon installment plan that is issued with the acceptance letter. All tuition must be paid before the student leaves for the voyage portion of the program. Please check ONE of the following:

- My daughter qualifies for the Federal Free and Reduced Lunch Program. If you check this box, please provide proof of qualification with your application. You do NOT have to fill out a Parent Financial Statement.
- Check this box if you plan to submit a Parent Financial Statement. The Parent Financial Statement can be obtained on the Tall Ship Education Academy website or from our office. Please submit the Parent Financial Statement with the complete application.
- Check this box if you do not wish to be considered for the sliding scale tuition program.

TSEA requires that each student provides 10% of the tuition owed to the program from her own efforts. We have found that student's with an investment in paying for the program value their experience more than those who are "given" the program. TSEA does not monitor where tuition funds come from, but we ask that the family follow our recommendation. Please discuss with your daughter how she would help to pay a portion of her tuition.

Students can also apply for scholarships from outside organizations to help pay for their tuition. Please check our website and/or call the office for information on organizations that provide scholarships.



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Applicant Name \_\_\_\_\_

## Tall Ship Semester for Girls -- Application for Admission

### THE FINAL STEP!

Please be sure that you include all of the following in your completed application:

- Section 1: Student information, written responses and signature.
- Section 2: Parent Information, parent statement and signatures.
- Section 3a and Section 3b: Recommendations. These can be included in your application OR mailed directly to TSEA from the teacher/mentor.
- Section 4: High School Information and Approval
- High School Transcript (official or unofficial)
- Section 5: Tuition and Sliding Scale Tuition
- Proof of qualification for Federal Free and Reduced Lunch Program (if needed)
- \$100 Application fee. If the applicant is accepted, the \$100 will be applied to the tuition cost. If the applicant is not accepted, \$75 will be refunded. If the applicant is accepted but elects not to join the program, the application fee will not be refunded. Please make checks out to Tall Ship Education Academy. Applicants that qualify for the Free and Reduced Lunch program do not need to include an application fee.

Applications Deadlines for 2009:

- August 22, 2008                      Early decision application deadline.
- October 10, 2008                    Regular decision application deadline.
- After October 17, 2008            Rolling admission on space available basis.

Mail or submit your application in person to:

Molly Simmons, Program Director  
Tall Ship Education Academy  
RLS Dept, 1600 Holloway Ave  
San Francisco, CA 94132-4161

Or drop your application off at the program office: SF State University, HSS Building Room 300  
OR  
the Department of Recreation, Parks and Tourism Office: SF State University, HSS Bldg Room 307