

# BENNINGTON COLLEGE

Master of Arts in Teaching a Second Language • One College Drive • Bennington, Vermont • 05201 • 802-440-4710 • Fax 802-440-4383  
matsl@bennington.edu • www.bennington.edu

## The Bennington Master of Arts in Teaching a Second Language Application 2010–2011

### Deadlines

April 1	Preferred application deadline. Late applications will continue to be accepted and evaluated if there is room in the program.
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### Application Checklist

In addition to the biographical information requested on the application, please send us the following materials.

*Applications are considered complete when the following have been received:*

- \$60 application fee (non-refundable)
- Application form
- A copy of your resumé
- Two essays written in response to questions included in this application (one essay in English, one in the language of study)
- Three letters of recommendation (use attached forms)
- Official transcripts from each college or university you have attended
- OPI score

Applicants are encouraged to schedule an ACTFL Oral Proficiency Interview (OPI) as soon as possible since admission to the MATSL program is dependent on the OPI score. Applicants should allow four weeks from the time of their interview for the OPI results to reach the MATSL office. An appointment form for the interview has been included in the MATSL application materials.

- TOEFL score for non-native speakers of English

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Last name \_\_\_\_\_ First name \_\_\_\_\_ Middle initial \_\_\_\_\_ Mr. Mrs. Ms.  
PLEASE CIRCLE ONE

Name on transcripts (if different from above) \_\_\_\_\_

Date of birth \_\_\_\_\_ Citizenship \_\_\_\_\_ Social Security number \_\_\_\_\_

Mailing address \_\_\_\_\_

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

Telephone: Work \_\_\_\_\_ Home \_\_\_\_\_

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

Native language \_\_\_\_\_ (Non-native speakers of English must submit TOEFL score)

### Area of Interest

What is your language of study?  French  Spanish

For what summer are you applying? 20 \_\_\_\_\_

### Personal History

Please list all post-secondary institutions you have attended and supply official transcripts.

School \_\_\_\_\_ Location \_\_\_\_\_

Dates attended \_\_\_\_\_ Degree earned \_\_\_\_\_

School \_\_\_\_\_ Location \_\_\_\_\_

Dates attended \_\_\_\_\_ Degree earned \_\_\_\_\_

School \_\_\_\_\_ Location \_\_\_\_\_

Dates attended \_\_\_\_\_ Degree earned \_\_\_\_\_

Please append a copy of your resumé.

### Optional

We encourage you to include any materials that might give us a clearer picture of who you are and what you do. Please mark each piece “Supplementary Materials.”

## Financial Aid

Are you applying for financial aid?  Yes  No

If you would like to be considered for a grant, you must complete the process of applying for financial aid (see Financial Aid Checklist).  
Deadline for grant consideration is April 1.

If you are an eligible noncitizen, please provide your Alien Registration Number: \_\_\_\_\_

## References

Three letters of recommendation from people who are familiar with your work as a student and/or as a teacher are required. One recommendation must come from a former instructor; one must come from a former or present teaching colleague; and one must come from a former or present administrator. A special form for each recommender is provided in this application.

Please list below the names and addresses of the people to whom you have given the recommendation forms.

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*These letters should be sent directly to the MATSL Office, Bennington College, One College Drive, Bennington, Vermont 05201, or sealed and sent with your application.*

## Optional Information

How did you hear about this program? \_\_\_\_\_

How do you describe yourself?

- African-American       American Indian or Native American       Caucasian (non-Hispanic)  
 Asian or Pacific Islander (including Indian subcontinent)       Hispanic (including Puerto Rican)  
 Other (please specify) \_\_\_\_\_

## Degree/Residency Requirements

The low-residency MATSL program requires attendance in a minimum of three summer residency periods, two three-week summers and one one-week "Seminar Summer," all of which occur on the campus of Bennington College. Students are also expected to participate in two online courses during the school years following the first two residency periods. The program totals 36 credits.

My signature below indicates that all information contained in my application is complete, factually correct, and honestly presented.

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

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## Recommendation: Master of Arts in Teaching a Second Language 2010–2011

### Candidate

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CANDIDATE'S NAME

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MAILING ADDRESS

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CITY STATE ZIP COUNTRY

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E-MAIL ADDRESS TELEPHONE

If you wish to waive your right to see this statement once it is written, please sign below.

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CANDIDATE'S SIGNATURE DATE

### Instructor

On a separate sheet of paper or on the back of this one, please describe the context in which you know/have worked with the candidate. In your experience, what are the candidate's strengths and weaknesses as a student? Please evaluate the candidate's motivation to learn and range of potential for development in a graduate program. Be as specific as possible; feel free to share examples to support your opinions.

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INSTRUCTOR'S NAME

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MAILING ADDRESS

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CITY STATE ZIP COUNTRY

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E-MAIL ADDRESS TELEPHONE

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POSITION

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SIGNATURE DATE

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## Recommendation: Master of Arts in Teaching a Second Language 2010–2011

### Candidate

---

CANDIDATE'S NAME

---

MAILING ADDRESS

---

CITY STATE ZIP COUNTRY

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E-MAIL ADDRESS TELEPHONE

If you wish to waive your right to see this statement once it is written, please sign below.

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CANDIDATE'S SIGNATURE DATE

### Colleague

On a separate sheet of paper or on the back of this one, please describe the context in which you know/have worked with the candidate. In your experience, what are the candidate's strengths and weaknesses as a language teacher? How do you imagine the candidate will benefit from a Master's program in teaching a second language?

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COLLEAGUE'S NAME

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MAILING ADDRESS

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CITY STATE ZIP COUNTRY

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E-MAIL ADDRESS TELEPHONE

---

POSITION

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SIGNATURE DATE

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## Recommendation: Master of Arts in Teaching a Second Language 2010–2011

### Candidate

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CANDIDATE'S NAME

---

MAILING ADDRESS

---

CITY STATE ZIP COUNTRY

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E-MAIL ADDRESS

TELEPHONE

If you wish to waive your right to see this statement once it is written, please sign below.

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CANDIDATE'S SIGNATURE

DATE

### Administrator

On a separate sheet of paper or on the back of this one, please describe the context in which you know/have worked with the candidate. In your experience, what are the candidate's strengths and weaknesses as a language teacher? What, in your opinion, is the candidate's potential as a leader in his/her field?

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ADMINISTRATOR'S NAME

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MAILING ADDRESS

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CITY STATE ZIP COUNTRY

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E-MAIL ADDRESS

TELEPHONE

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POSITION

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SIGNATURE

DATE

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## Essay Questions: Master of Arts in Teaching a Second Language 2010–2011

We are interested in hearing from you about your teaching and your relationship with the language you teach. Please respond to the following essay questions in ways that best convey who you are and why you do what you do.

Each essay should be at least 500 words (two pages). Write the first essay in English and the second in the language you wish to pursue in the MATSL program (French or Spanish).

### Essay 1

**English** Discuss a change you have implemented in your teaching recently. Describe the change and your thinking about it. Why did you make it? How did it influence or impact your classroom? What did you learn from it?

### Essay 2

**French** Choisissez un livre français ou francophone qui vous passionne et discutez d'un thème ou d'un concept qui s'y trouve.

**Or**

**Spanish** Elija un libro en español que le interese y escriba sobre uno de los temas o conceptos centrales.

# BENNINGTON COLLEGE

Financial Aid Office • One College Drive • Bennington, Vermont 05201

802-440-4325 • Fax: 802-440-4880 • [finaid@bennington.edu](mailto:finaid@bennington.edu) • [www.bennington.edu](http://www.bennington.edu)

## Financial Aid Checklist: Master of Arts in Teaching a Second Language (MATSL) 2010–2011

### Types of Aid

**Federal Direct Student Loan** Students needing financial assistance generally depend upon federal loans, which are available to U.S. citizens and eligible non-citizens who are not currently in default or owing a refund on previously received federal aid. Students may borrow up to the cost of education (tuition and required books and supplies), minus other aid received.

- **Subsidized Federal Direct Student Loans** are loans for financially needy students on which the government, rather than the student borrower, pays the interest until the borrower leaves school or graduates. The annual maximum subsidized portion of a student loan is \$8,500. Eligibility is based on financial need as calculated from information provided on the FAFSA and, if required, the tax return.
- **Unsubsidized Federal Direct Student Loans** are available to students who do not qualify for subsidized funds and to students who wish to borrow more than they can receive through the subsidized loan program. Borrowers enrolled at least half-time may make regular interest-only payments while in school, or make no payments, adding the interest due to the total amount borrowed (capitalizing the interest).

The interest rate on graduate-level federal student loans is fixed at 6.8%. Loan fees are taken from federal loan proceeds. Loan funds are usually disbursed near the beginning of the summer term, but the second disbursement of loan funds does not take place until halfway through the academic year, in January.

**Institutional Grant** A Bennington MATSL Grant may be awarded to highly qualified MATSL students with demonstrated financial need. To be considered, all aid application materials must be submitted by mid-April.

### Applying for Aid

**2010–2011 Free Application for Student Aid (FAFSA)**—online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov) after January 1, 2010

- Deadline: April 1, 2010.
- Before filing a FAFSA, get a **federal PIN** (or retrieve a forgotten one) from [www.pin.ed.gov](http://www.pin.ed.gov) to use as your electronic signature.
- Once you have a federal PIN, complete the **2010–2011 FAFSA at [www.fafsa.ed.gov](http://www.fafsa.ed.gov)**. Be certain to enter your social security number and driver's license correctly, as well as your name (and middle initial) as it appears on your social security card (FAFSA initiates a social security database match).
- List Bennington College, Bennington, Vermont—**college code 003682**—as a recipient.

**2010–2011 Bennington College Application for Financial Aid**—online at [www.bennington.edu](http://www.bennington.edu), My Financial Aid

- Deadline: As soon as possible after receiving a Bennington College financial aid Student Web ID (see below).
- Upon receipt of a completed application for admission, including application fee, the Office of Financial Aid sends students requesting financial aid a **Bennington College financial aid Student Web ID** (this is different from the federal PIN). Students may then go to **My Financial Aid** on the Bennington website and log on to complete the Bennington College Financial Aid Application (online only).

**Federal Direct Loan Master Promisory Note**

- Complete this form at [www.dlenote.ed.gov](http://www.dlenote.ed.gov).
- Use your FAFSA federal PIN to sign the form.

continued ►

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802-440-4325 • Fax: 802-440-4880 • [finaid@bennington.edu](mailto:finaid@bennington.edu) • [www.bennington.edu](http://www.bennington.edu)

## **Awards**

- Matriculating aid students may be asked to submit signed federal income tax returns, W-2s, and federal verification forms to the IDOC service of the College Board in May.
- Accept, decline, or reduce the funds in your financial aid award online at My Financial Aid.
- If required, complete online loan counseling and promissory notes.

## **International Applicants**

- International applicants may receive limited MATSL grant aid, and need file only a Bennington College application and, if applicable, a copy of the 2009 U.S. federal income tax return and W-2s.
- Private alternative loans may be available to international applicants who have a credit-worthy co-borrower who is a U.S. citizen and resident.

# LTI The ACTFL Testing Office

3 Barker Avenue, Ste. 300, White Plains, NY 10701

Fax: 914-963-7113 Email: [testing@languagetesting.com](mailto:testing@languagetesting.com)

## PROCTOR RESPONSIBILITIES AND AGREEMENT FORM FOR AN ACTFL ORAL PROFICIENCY INTERVIEW

\_\_\_\_\_ has applied to take an ACTFL Oral Proficiency Interview from your school by telephone. On the application form, you have been identified as the Proctor for this test(s). Please read below the responsibilities of the proctor.

### PROCTORING A TELEPHONIC ORAL PROFICIENCY INTERVIEW (OPI) FROM YOUR SCHOOL

The ACTFL Testing Office sent you by an OPI Appointment form that will specify the date and time of the interview, as well as the name of the tester and telephone number to call for the test.

As the Proctor, on the day of the test you will need to:

1. Check a photo ID of the candidate before the test start time to verify the candidate's identification.
2. Ensure that the candidate does not bring any resources into the test room: paper, pen, note, dictionaries, etc.
3. Ensure that the candidate does not bring a cell phone or recording device of any kind into the test room. Nor shall the proctor make a recording of the interview.
4. Put the candidate in a private setting with a telephone. No one but the proctor may enter the test room during the OPI to introduce the candidate to the tester on the telephone.
5. Promptly at the appointed time, call the tester indicated on the Appointment form.
6. Introduce yourself to the tester and introduce the candidate. Hand the phone to the candidate and the tester will take it from there. Leave the room or space. A telephonic interview may not be taken utilizing the conference call or loudspeaker feature; the candidate must speak into the handset.
7. Ensure that the candidate does not receive assistance from any resources (dictionaries, etc.) or individuals during the interview.
8. Call the ACTFL Testing Office immediately if you anticipate any delays or have any difficulty reaching the tester.

The actual telephone interview will last between 10 and 30 minutes.

If your school does not want to accept charges for the telephone call to the tester, the above candidate must give the proctor a phone card number to use to place and charge the call.

By signing this document you are agreeing to accept the responsibility to strictly and faithfully abide by the stipulations and procedures outlined above. Please fax this completed form to LTI at 914-963-7113.

Signature \_\_\_\_\_ Name \_\_\_\_\_

School \_\_\_\_\_ Position \_\_\_\_\_

School Division (if applicable) \_\_\_\_\_

Work Phone \_\_\_\_\_ Work Fax \_\_\_\_\_

Work E-mail \_\_\_\_\_ Date \_\_\_\_\_

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

\_\_\_\_\_



The ACTFL Language Testing Office

3 Barker Avenue, Ste. 300, White Plains, NY 10601 •

914-963-7110 • Fax 914-963-7113

01/05

ORAL PROFICIENCY INTERVIEW (OPI)
APPOINTMENT FORM
Bennington College

Please complete and return this form by mail or fax to the ACTFL Language Testing Office.

DATE: \_\_\_\_\_ Print clearly or type
LAST NAME: \_\_\_\_\_ FIRST: \_\_\_\_\_ INITIAL: \_\_\_\_\_
HOME ADDRESS: \_\_\_\_\_
CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_
PHONE: DAY: \_\_\_\_\_ EVE: \_\_\_\_\_ FAX: \_\_\_\_\_
E-MAIL ADDRESS: \_\_\_\_\_ (important)

CERTIFICATE TO: MATSL Office, Bennington College, 1 College Drive, Bennington VT 05201

TEST ADMINISTRATOR: \_\_\_\_\_

ADMINISTRATOR PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

LANGUAGE TO BE TESTED: \_\_\_\_\_
(A separate form is required for each language requested)

PLEASE INDICATE WHEN YOU ARE AVAILABLE TO TAKE THE OPI:
(Please allow at least 5 business days from the date of this request)

(U.S.) Time Zone: \_\_\_\_\_; (International) Hours to NY (Eastern) time: \_\_\_\_\_

DAY \_\_\_\_\_; DAY \_\_\_\_\_

TIME(S): From \_\_\_\_\_ To \_\_\_\_\_; From \_\_\_\_\_ To \_\_\_\_\_

NOTE: Provide a range of times to facilitate the scheduling of the OPI

METHOD OF PAYMENT FOR TEST FEE OF \$134.00 PER LANGUAGE PLUS OTHER CHARGES (IF ANY):

There is a \$55.00 charge for missed appointments

A CHECK FOR THE TEST FEE(S) PAYABLE TO: LTI (US funds/Bank)

PLEASE CHARGE THE TEST FEE(S) TO A CREDIT CARD (COMPLETE SECTION BELOW)

❖ ADD FEE(S) OF \$50.00 FOR EXPRESS SERVICE... ; and/or \$10.00 FOR 2ND COPY OF CERTIFICATE....

TOTAL CHECK/CHARGE INCLUDING TEST FEE(S) \$ \_\_\_\_\_ . 00

MASTERCARD#: \_\_\_\_\_ VISA#: \_\_\_\_\_

EXPIRATION DATE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

Note: all charges require a signature

\*\*Please see the attached listing of fees and additional services