Because we do new-consultant training in New Student Week and during fall term, applicants must be able to begin work Fall Term 2020. Sorry--no exceptions. New consultants may study off campus during Winter or Spring 2021. Students who are not on campus in Spring 2020 may apply during Winter 2020 for the 2020-21 academic year; early applications are due February 27, 2020 by 3:00 p.m. in 420A 4th Libe)

Last Name
First Name

Primary email address
Secondary email address (if applicable)

Current residence hall and room number, or your local address

Phone number(s)

Class year
Major

If you have completed your sophomore year, have you completed the portfolio requirement?
If not, why not?

Name of professor who has sent or will send us a recommendation/nomination for you

Please tell us the maximum number of hours you anticipate being able to work as a Writing Consultant during the 2020-2021 academic year:

| Fall 20 | Winter 21 | Spring 21 |

Will you be off-campus this coming Spring Term 2020? Yes ☐ No ☐

All consultants must be willing and able to accept assignments as course-specific Writing Assistants and/or in the Writing Center, depending on program needs each term. Check here if you accept this requirement: ☐

### Checklist of Required Application Materials

- This completed form
- Cover letter (read the job description and tutor expectations carefully before applying; we also strongly encourage applicants to see the Career Center's website on writing cover letters at http://apps.carleton.edu/career/students/application/cover_letters/, and to visit the Writing Center for feedback)
- Résumé (contact the Career Center at x4293 for assistance, or consult their website at http://apps.carleton.edu/career/students/application/resumes/, and consider visiting the Writing Center for feedback)
- Endorsement from a faculty member who is familiar with your writing skills and/or your ability to work effectively with peers on their writing. (Please ask the faculty member to send a brief email, in which they outline in a few sentences why they think you would make a good writing consultant, to Kathy Evertz, Director, Academic Support Center, at kevertz@carleton.edu.)
- A sample of your academic writing at Carleton (with or without the professor's comments) along with a copy or summary of the assignment. Please submit a copy, not the original paper, because we cannot return writing samples to applicants.

### Questions?
Contact Kathy Evertz, Director, Academic Support Center (kevertz, x4015) or Erik Warren, Program Assistant, Academic Support Center (ewarren, x4027) or Renata Fitzpatrick, Asst. Dir. of the Writing Center and Coord., Term-Long Program for Multilingual Writers (rfitzpatrick, x5998)