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# **Eleanor Kirkpatrick Franco-American Fellows Program**

## ***Application for Accompanying Adult***

The Eleanor Kirkpatrick Franco-American Fellows program, a joint project between *l’Alliance Française d’Oklahoma City and the French Education Ministry with the* support of the Oklahoma State Department of Education, provides funds for a select group of central Oklahoma students and at least one adult to participate in a two-week research project while staying with French families and attending a French school. The grant covers the costs of airline travel, lodging, and meals, and is made possible through a grant from the Kirkpatrick Family Fund.

*L’Alliance Française d'Oklahoma City* is accepting applicants to accompany the group of students on their research trip to France from March 16- 30, 2024. **Applicants must be from central Oklahoma, fluent in French, and a member of l’Alliance Française d’Oklahoma City. See** [**www.afdokc.org**](http://www.afdokc.org) **for information on how to join.**

Please complete the attached application and submit electronically to:

**Franco-American Fellows Committee**

**Fafellows.afdokc@gmail.com**

(405) 760-4295

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# **Eleanor Kirkpatrick Franco-American Fellows Program**

## ***Application for Accompanying Adult***

You must type directly on this document. Please remember to save to your computer before submitting electronically.

| **1. PERSONAL DETAILS** |
| --- |
| Name:      | Date of Birth:       |
| Address:       |       |       |
|  | *Street* | *City, State* | *Zip Code* |
| Phone:       |       | e-mail:       |
|  | *home* | *cell* |  |
| Passport Number:       | Nationality:       |
| Are you a member of l’Alliance Française d’Oklahoma City? | ☐ Yes | ☐ No |
| **2. EMERGENCY CONTACT IN THE U.S.** |
| Name:      | Relationship to you:       |
| Phone:       |       | e-mail:       |
|  | *home* | *cell* |  |

Please enter your responses. You may use additional space if necessary.

| **3. EXPERIENCE** |
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| Please comment on your language experience:       |
| Please comment on your travel experience:       |
| How would you rate your French according to the ACTFL Proficiency Guidelines?       |

| **4. PERSONAL STAEMENTS** |
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| 1. Describe your experience working with 16-22 year olds.
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| 1. Have you accompanied students on an overseas trip before? Please explain.
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| 1. How could you help strengthen the Oklahoma-Amiens partnership while you are in France?
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| 1. What personal goals would this opportunity help you achieve?
 |
| 1. The trip is scheduled for March 16-30, 2024.  Do you have any conflicts that would prevent you from going? Are you able to attain authorization from your school principal to miss a week of classes?
 |
| **5. REFERENCES** |
| Please provide contact information for 2 professional references |
| Name:      | Title:       |
| Phone:       |       | e-mail:       |
|  | *home* | *cell* |  |
| Name:      | Title:       |
| Phone:       |       | e-mail:       |
|  | *home* | *cell* |  |

| **6. EXPECTATIONS**  |
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| Accompanying a group of students overseas is an enormous responsibility. The chaperone is responsible for ensuring the students safety and well-being at all times. The chaperone must recognize that the purpose of this trip is student research. This is not a personal trip, nor is it a student travel tour. The chaperone is expected to:* Attend all Fellows-related events sponsored by l’AFdOKC (*i.e.,* pre-departure meeting, send-off reception and presentation of research findings)
* Communicate with the host school and mentor teacher in advance of the program dates
* Either make arrangements for an international cell phone plan or purchase a SIM card in France to allow communication with the Fellows and the Fellows Chair while in France. (Note that wifi is not available in all places)
* Ensure the students spend at least 50% of their school day in classes. (Total time spent in class should equal at least 5 full school days)
* Ensure the students are working on their research when not in class
* Facilitate student research, including site visits, translation, and interviews when necessary
* Remain with students until all have been picked up by host families/host student or other responsible adult
* Respect the host families, communicate plans in advance, and adhere to predetermined meeting times
* Schedule personal meetings and activities outside of the school day
* Coordinate with Fellows chair for the presentation of research projects to the Alliance Française, and ensure the presentations are available and compatible with the AV equipment.

I have read and understand the expectations of the Fellows Chaperone and if selected agree to adhere to these guidelines.       (please initial) |
| **7. FUNDING** |
| * L’AFdOKC will purchase round-trip airfare and travel insurance for the chaperone. Housing and some meals will be provided by a local host family.
* In addition, l’AFdOKC will reimburse the chaperone for research-related expenses for the group, including local travel and entry fees, up to $500. Receipts must be submitted within two weeks of the conclusion of the program for timely reimbursement.
* At no time should the students be expected to cover the chaperone’s expenses.
* This should not be considered an all-expenses paid trip. The chaperone should expect to spend

some of his/her personal funds for meals and other expenses.I have read the explanation of funding and understand that if selected, I will be reimbursed for up to $500 for group expenses upon return.       (please initial) |
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| **9. IMPORTANT DATES** |

* Application must be received by Friday, October 20, 2023.
* Accompanying Adult selected by Friday, November 3, 2023.
* Welcome reception and send-off for Fellows on Sunday, February 25, 2024.
* Student Finalists interviewed on Wednesday, November 8, 2023. (if selected, you may be asked to serve on the interview panel)
* Pre-departure meeting, Thursday, February 15, 2024
* Dates of visit: March 16-30, 2024

Please email your completed application by Friday, October 20, 2023 to:

**Franco-American Fellows Committee**

Fafellows.afdokc@gmail.com

(405) 760-4295