



In order to participate in the Washington Program, all students regardless of their home institution must adhere to the following policies:

**ARRIVAL AND DEPARTURE:** Students are required to participate in the program in its entirety including orientation and final exams. Late arrival and/or early departure are not permitted.

**COURSE LOAD:** Students must remain enrolled in all program courses (two seminars, one research paper, and one full-time semester-length internship). Students may not drop a course or the internships while on the program.

**PROBATION, SUSPENSION, AND DISMISSAL FROM THE WASHINGTON PROGRAM:** CMC's Guide to Student Life, Basic Rule of Conduct, and Statement of Academic Policies govern student conduct while on the Washington Program. Should a student need to drop a course or internship, the student will be dismissed from the program. Students terminated from their internship may be dismissed from the Washington Program as determined by the Program Director, the Director of Off-Campus Study, and the CMC Academic Standards Committee (ASC) after conducting a thorough investigation of the events leading up to and including the termination itself.

Students are subject to both the CMC disciplinary process and the Human Resource policies of the internship host company while participating with the Washington Program. Students may also be subject to further consequences based upon his/her home campus' policies. Students will be required to follow home campus readmission policies as applicable.

International students are subject to the regulations and laws for students with F-1 visas.

**The below policies apply specifically to Claremont McKenna College (CMC) Students. If your home institution is not CMC, please refer to your home institution's policies regard program and credit approval, research paper, internships, and academics.**

**APPROVALS FOR MAJOR CREDIT:** Students seeking to receive major credit for the Research Paper from any department other than the CMC Government Department must obtain the approval from the appropriate Department Chair. Students must select an internship that supports this research paper. Students must ensure the CMC Registrar's Office receives a copy of all approvals.

**CREDIT/NO-CREDIT:** Credit/No Credit is not an option for Washington Program courses.

***I have read, understand, and agree to follow these Academic Policies for the Washington Program.***

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SIGNATURE

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DATE