

PROGRAM INFORMATION & APPLICATION INSTRUCTIONS



Northeastern
Marine Science Center

Coastal Ocean Science Academy *Littorina* Middle School Program August 9 – August 13, 2021

Thank you for your interest in the 2021 Coastal Ocean Science Academy (COSA) at Northeastern University's Marine Science Center (MSC). The *Littorina* Middle School Program is open to incoming 7th and 8th graders.

Located on historic and picturesque East Point, Nahant, the MSC's outreach program has been serving students of all ages for over a decade. This year, COSA will engage students in hands-on research, investigation and exploration of local threats to coastal and marine environments. There will be opportunities to meet professionals engaged in marine-related careers and to explore the diversity of New England's coastal habitats.

Program Duration

The program runs from Monday, August 9 through Friday, August 13, 2021, from 8:30am – 3:30pm.

Application Instructions:

1. Read the enclosed Program Information
2. Fill out the Following:
 - Application
 - Participant Statement of Interest
 - Transportation Plan
 - Individual Release
 - Medical Release
 - Letter of Recommendation (for scholarship applicants only)
3. Submit application forms (via email preferred) to:
 - Sierra Muñoz
 - Outreach Program Coordinator
 - Marine Science Center
 - 430 Nahant Road, Nahant, MA, 01908
 - Phone: (617) 373-2825
 - Email: si.munoz@northeastern.edu
4. Submit a deposit of \$150 to secure your spot - application will not be complete without deposit. Please refer to the "Fees" section in this document for more information. NOTE: scholarship applicants do not need to submit a deposit.

For the deposit and all future payments, **PLEASE MAKE CHECKS PAYABLE TO NORTHEASTERN UNIVERSITY** or pay by credit card at <https://commerce.cashnet.com/SFMSC?CNAME=OUTREACHPROG> (click *Coastal Ocean Science Academy* and enter the payment amount.)

Due Dates

Spaces are filled on first-come, first-served basis, and group sizes and spots are limited this year due to COVID protocols. Applications are now being accepted for the 2021 program, and participants will be accepted on a rolling basis until all slots are filled. Scholarship applications are due by July 16th.

Fees

The program fee for 2021 is \$495 for the one-week program. Residents of Nahant are eligible for a 50% reduction in fees. The program fee includes all instruction, field equipment, transportation to offsite field locations, and a 2021 COSA t-shirt. Packaged lunch and snacks will be provided.

Program Information

The COSA *Littorina* program exposes students entering seventh and eighth grades to local coastal and marine habitats, including the sandy beach, rocky shore, and coastal wetlands. This is a one-week, field based program where students will learn how to keep a field notebook and take basic measurements of weather, water quality, and biodiversity in different coastal habitats, all the while exploring the relationship between these parameters. Maximum group size will be 15 students.

Food

Packaged lunch and snacks will be provided.

Health Protocols

In compliance with Northeastern University and regional COVID protocols and event regulations, we are implementing the following protocols (these are subject to change following updated recommendations, and any changes will be communicated to participants before the start of the program):

1. participants are required to have a negative COVID test completed within 72 hours of the start of the week's programming OR have been fully vaccinated
2. COSA staff, instructors, and guest speakers are all fully vaccinated
3. group sizes are reduced to enable distancing during program
4. masks will be required during indoor activities

Transportation

The program takes place at Northeastern University's Nahant Campus at 430 Nahant Road, Nahant, MA 01908, and participants should be dropped off by 8:30 am at the check-in table inside the entrance gate to the MSC, and picked up at 3:30 pm each day. Unfortunately, we are unsure at this time if we will be able to provide transportation to Nahant as in past years, due to COVID protocols - we will update this space if there are any changes, but at this time, participants would need to be dropped off directly in Nahant.

Payments and Refund Policy

The program fee for 2021 are \$495 for the one-week program. Residents of Nahant are eligible for a 50% reduction in fees. Program fees include all instruction, equipment, transportation to offsite field locations, and a 2021 COSA t-shirt.

For the deposit and all future payments, **PLEASE MAKE CHECKS PAYABLE TO NORTHEASTERN UNIVERSITY** or pay by credit card at <https://commerce.cashnet.com/SFMSC?CNAME=OUTREACHPROG> (click *Coastal Ocean Science Academy* and enter the payment amount.)

A full refund of the deposit is possible before the July 16th. After that, a full refund of deposit and/or additional payments will only be made if we are able to fill the student's spot. If we are unable to fill the spot before the first day of the program, no refund will be made.

No refund will be given if a student is dismissed from the program due to inability to meet the program expectations guidelines (see *Student Behavior/Expectations* below).

Scholarships

Thanks to the support of generous donors, we are pleased to offer a limited number of full and partial scholarships to students interested in participating in the program. Our program goals are aligned with national efforts to create and foster diversity in the pursuit of academic and career opportunities related to STEM (Science Technology Engineering and Math).

Preference will be given to students who are eligible for free/reduced lunch or whose family meets the income eligibility levels based on federal guidelines [<http://tinyurl.com/ja3924e>]. A limited number of full scholarships will be offered to students eligible for free or reduced lunch. If funds permit, partial scholarships may be awarded to other students expressing need. Those interested in applying for a scholarship should indicate on the registration form below and submit the letter of recommendation. No additional scholarship application/documentation is required.

Scholarship materials must be received by July 16th, 2021. Notification of scholarship awards will begin in early July, and will continue until all scholarship funds are disbursed. Please contact Sierra Muñoz (Phone: (617) 373-2825; Email: si.munoz@northeastern.edu) with any questions.

Arrival/Departure Times

Drop participants off at 8:30am at the MSC, and pick up is at 3:30pm at the MSC. Unfortunately we are unsure at this time if we will be able to provide transportation to Nahant as in past years, due to COVID protocols - we will update this space if there are any changes, but at this time, participants would need to be dropped off directly in Nahant.

What to Bring

- Layers of clothing, a change of clothing, and/or rain gear is highly recommended. The temperature in Nahant may differ from other communities, and it is often windy on the coast.
- Feet will get wet at some point or another, so closed-toed and high-traction-soled shoes such as boots, water shoes, or old sneakers are required for field work. Tevas, slip-on sandals, flip flops, Crocs, or heels are not allowed while we are in the field, but are acceptable while we are working in the classroom.
- A hat is advisable.
- A change of clothes may be stored onsite during the program in case participants get very wet.
- Participants may bring their own sunscreen and/or bug repellent from home.
- Each participant should bring a reusable water bottle.
- Each participant should bring their own lunch and snacks.

Transportation to and from Activities

COSA staff will escort students at all times when moving between activities. COSA students are transported to nearby field sites in passenger vans driven by staff who are authorized and trained to drive University vehicles. A detailed agenda, including program schedule, topics, and travel logistics, will be shared prior to the program.

Absences/Late Arrival

Many activities happen in the field and are time-dependent, so the group may not be able to wait for a student who is running late. All parents and students will receive staff contact cell numbers in advance of the program. Please keep the staff aware of any changes in students' schedules. If a student is not coming to the program due to illness or other reasons, please inform the staff by 7:30am.

Staffing and Instruction

Lead program staff members are experienced STEM educators trained in classroom and field-based teaching and learning of marine science. Programs will be staffed with a minimum of 1:5 instructors per student. Material and skills covered are relevant to the Massachusetts Framework for Science and Technology and the national Next Generation Science Standards.

Program Status

The COSA program is not a camp under 105 CMR: 430.800, and, thus does not have medical personnel on staff. COSA instructors are not able to carry or administer student medications. Efforts are made to provide reasonable accommodations for students with disabilities (See Section below entitled "Accommodations for Students with Disabilities").

Student Behavior/Expectations

COSA is an academically rigorous program and, in addition to field study outdoors, students should be prepared for activities including classroom instruction, data collection, and oral/discussion analysis. On a daily basis, students may walk up to a mile at a time to access beaches, rocky shoreline, and marshes, and spend 2-3 hours at a stretch conducting fieldwork in the elements (direct sun, rain, wind). COSA staff provide group and one-on-one support during all activities, but students should be prepared to work both as part of a peer team and independently in field and classroom settings.

Although students may wade in shallow water to collect field samples, there is no swimming allowed during the program. Weapons of any kind, drugs, alcohol, and smoking products of any kind are not permitted. Cell phone use is not permitted during program activities, with the exception of emergencies, or in the case that instructors allow cell phone use for specific project related activities. Disruptive, dangerous, or disrespectful behavior will result in dismissal from the COSA program. Students unable or unwilling to comply with any expectation listed above may be dismissed from the program. There are no refunds for a student dismissal.

We aim to serve the diverse needs and learning styles of all students, and gathering information about these needs before the program will help us make COSA a successful and enjoyable experience for all participants. If you have any reservations about your child's ability to participate in any of the activities listed above, or require any accommodations from staff in order to succeed, please call program staff to discuss: 781.581.7370 x373

Accommodations for Students with Disabilities

Northeastern University and the Disability Resource Center (DRC) are committed to providing disability services that enable students who qualify under Section 504 of the Rehabilitation Act and the Americans with Disabilities Act Amendments Act (ADAAA) to participate fully in the activities of the university. To receive accommodations through the DRC, students must provide appropriate documentation that demonstrates a current substantially limiting disability. Accommodations are provided based on an evaluation of the information provided by students and their clinicians, on a case-by-case basis. Students should provide documentation to the DRC at their earliest convenience to allow for sufficient time for review. After the documentation has been reviewed, a disability specialist will contact the student regarding appropriate next steps. For additional information on the DRC, visit their website at www.northeastern.edu/drc or contact staff at 617.373.2675.

Protection of Minors

Northeastern University is committed to promoting a safe environment for minors who participate in programs and activities. A number of steps have been taken to establish safeguards for minors, including training and screening of program instructors. The University's Policy for Programs Involving Minors can be found here: https://www.northeastern.edu/policies/pdfs/Policy_on_Programs_Involving_Minors.pdf

Equal Opportunity Policy

Northeastern University is committed to providing equal opportunity to its students and employees, and to eliminating discrimination when it occurs. Northeastern University does not discriminate on the basis of race, color, religion, religious creed, genetics, sex, gender identity or expression, sexual orientation, age, national origin, ancestry, veteran, or disability status. Moreover, the University will not tolerate or condone any form of discrimination or harassment, including sexual harassment, or any form of retaliatory activity against any person who brings a complaint of discrimination or harassment, or who cooperates in a complaint investigation.



**Northeastern
Marine Science Center**

PARTICIPANT INFORMATION

Coastal Ocean Science Academy/Middle School
August 9 – August 13, 2021

Name: _____
(Last) (First) (Preferred name)

Address: _____
(Street) (City) (State) (Zip Code)

Date of Birth: ____/____/____ Grade entering in Fall 2021: _____

Student cell number: _____ Student email: _____
(Items in italics are optional; student cell numbers may be used to communicate with students in case of emergency or transportation-related issues. Email address may be used by Marine Science Center Outreach Program for follow-up surveys that we occasionally conduct to measure long-term program impact.)

School entering in Fall 2021: _____

Are you interested in being considered for a full or partial scholarship? Yes___ No___
Is your family eligible based on these levels: <http://tinyurl.com/ja3924e>? Yes___ No___
(See scholarship section in registration pack for detailed information.)

T-shirt size (adult unisex) _____ Do you plan to eat lunch provided by us each day? Yes___ No___

How did you hear about COSA? Please be specific (name of website, location of flyer, who referred you, etc.): _____

Parent/Guardian Information

Name: _____
(Last) (First) (Relationship to child)

Address (if different from above): _____
(Street) (City) (State) (Zip Code)

Parent phone #1 _____ Specify which (circle one): Home Cell Work

Parent phone #2 _____ Specify which (circle one): Home Cell Work

Parent email Address: _____

Emergency Contact Information (in case parent/guardian is not available)

Name: _____ Phone #1: _____ Home Cell Work

Relationship to Participant: _____ Phone #2: _____ Home Cell Work

LETTER OF RECOMMENDATION

Coastal Ocean Science Academy/Middle School
August 9 – August 13, 2021



**Northeastern
Marine Science Center**

NOTE: only required for scholarship applicants.

Participant Instructions:

Please ask a teacher, guidance counselor, school administrator, or other adult (not a family member) who has known the applicant for at least one year to submit a letter of recommendation. Applications will not be reviewed until all components are submitted.

Recommender Instructions:

The applicant is applying to be a part of our Coastal Ocean Science Academy. You can read about the program here: <https://tinyurl.com/COSA2021>. Please write a one-page letter of recommendation for the student applying to the COSA program. A written document on letterhead or a direct email is fine, but please include your contact information.

Please submit it according to the instructions below – either directly to us or given to the student to submit as part of the rest of their application. Be mindful that the student’s application won’t be reviewed until your letter is received.

Please address the following in your letter of recommendation:

Note: The scholarship review committee relies heavily on letters of recommendation for determining fund allocations. Letters that fully respond to the questions asked will do the student the greatest service. Form letters or identical letters for multiple students will not.

1. What is your relationship with the applicant?
2. How long have you known the applicant?
3. How would you characterize the applicant’s interest in marine science?
4. How would you characterize the applicant’s aptitude for STEM subjects?
5. We are interested to know what impact the program may have on the student. Please describe how you feel the student will benefit from participation (academically, socially, etc.).

Submission Instructions:

Letters can be emailed to si.munoz@northeastern.edu, or mailed to:

COSA Program Staff
Outreach Program
Northeastern University Marine Science Center
430 Nahant Road
Nahant, MA 01908

For scholarship applicants: Letters must be received by July 16, 2021.

TRANSPORTATION PLAN

Coastal Ocean Science Academy/Middle School

August 9 – August 13, 2021

Please note that the program begins at 8:30am and ends at 3:30pm. If a student will be absent or tardy, please notify Sierra Muñoz at (608) 395-5884 or email si.munoz@northeastern.edu by 7:00am that day. Because we will be traveling offsite for field trips, some of which have a timed start, we cannot wait for any student who is inexplicably tardy.

Unless I expressed otherwise in writing with the COSA staff by 7am on the day of the program, my child will arrive to the program by (select Supervised or Unsupervised and then select the relevant category within):

_____ **SUPERVISED:** I want to physically sign my child in and out with a staff member each day, and my child will be picked up/dropped off by:

_____ A parent/guardian/emergency contact listed here

_____ By someone else. If the person supervising the arrival/departure is other than a parent/guardian/emergency contact listed on the registration form, please provide the following information:

Name: _____

Relationship to child: _____

Phone number(s): _____

_____ **UNSUPERVISED:** My child can sign themselves in and out with a staff member each day (required), and s/he will arrive/depart by:

_____ Parent/guardian drop-off

_____ On foot, including students walking into train/bus station

_____ By bicycle

Any deviation from the plan listed below must be communicated in writing by 7:00am on the day of the program, preferably via email or text message.

Child's name

Parent/guardian name

Relationship to child

Parent/guardian signature

Date

INFORMED CONSENT AND RELEASE OF LIABILITY – Page 1 of 2

Coastal Ocean Science Academy/High School

August 9 – August 13, 2021



**Northeastern
Marine Science Center**

The undersigned participant and parent/guardian of the participant understand that this is a legally binding Release of Northeastern University.

We request permission for the participant to participate in the Coastal Ocean Science Academy hosted at Northeastern University's Nahant Campus from August 9 – 13, 2021 the ("Activity"), and confirm that:

1. **Voluntary Activity.** We understand and agree that participation in this Activity is purely voluntary and is not required by Northeastern University.
2. **Program Understanding:** We understand that by participating in the Coastal Ocean Science Academy, student participants will be participating in fieldwork on land and on water, analyzing data in the classroom, and presenting a group research poster to peers and family. Participants will be transported to the program and/or to field locations in vans driven by University-approved drivers. All program staff will be cleared according to the University's "Minors on Campus" policy.
3. **Acknowledgement of Risk.** We recognize and appreciate the dangers, hazards and risks of the Activity, which could include serious or even mortal injuries and property damage. We attest that we have fully considered the risks and hazards and we agree that we have fully assumed the risks involved in this Activity.
4. **Fitness to Participate.** We represent that the participant is physically and mentally able to participate in the above referenced Activity and has no health conditions that would present a risk to the participant or others in participating in this Activity. We certify that the participant has been seen by a healthcare provider within the last year and has not been directed or recommended to avoid this type of Activity.
5. **Compliance with Rules:** We understand that the participant will be obliged to abide by the rules and expectations of the program. We understand that if the participant fails to follow the program rules, then Northeastern University shall have the right to dismiss the participant immediately and that further actions will be taken if necessary. We agree that the participant will wear proper footwear and clothing as advised by the program.
6. **Medical Treatment:** We understand that Northeastern University does not have medical personnel available at the location of the Activity. We grant Northeastern University and its representatives permission to transport the participant to any local medical facility, and to authorize emergency medical treatment, and that such action shall be subject to the terms of this Release. We understand and agree that Northeastern University and its representatives assume no responsibility for any injury or damage that might arise out of or in connection with such authorized emergency medical treatment.
7. We represent that we have adequate health insurance necessary to provide for and pay any medical costs that may be incurred as a result of injury or illness to the participant. We guarantee payment of all expenses incurred for participant's transportation to and receipt of emergency medical treatment.
8. In consideration of participant's participation in the Activity, we hereby agree and grant permission for Northeastern University to record, film, photograph, audio-tape, videotape, interview and or publicly exhibit, display, distribute and/or publish the participant's likeness, appearance and or spoken words in any form and for any purpose, worldwide, in perpetuity and without compensation.

INFORMED CONSENT AND RELEASE OF LIABILITY – Page 2 of 2

THIS IS A RELEASE OF LEGAL RIGHTS - READ BEFORE SIGNING

In consideration of being granted permission to participate in the Activity, the undersigned participant and parent/guardian, on behalf of ourselves and our respective heirs, personal representatives, guardians, successors, and assigns (all of whom are referred to as "Releasers"), **hereby release and agree not to sue Northeastern University for any claims that we may have arising from or relating to any injury, damage or loss to person or property that any of the Releasers may suffer as a result of the participant's participation in the Activity, from any cause whatsoever, including the negligence of the Released Parties.**

The term "Released Parties" shall include Northeastern University and its administrators, faculty, trustees, officers, directors, employees, students, volunteers, and agents. This Release applies to all of the Released Parties. We acknowledge and agree that this release shall be enforceable to the fullest extent permitted by law.

By signing below, we acknowledge that we have carefully read this Release and fully understand its contents, that any questions we have concerning this information and the Activity have been answered to our satisfaction, and that we are voluntarily executing this Release of our own free will.

We acknowledge and understand that this Release releases Northeastern University and the Released Parties from any liability in connection with any injury, damage or loss arising from participation in the above referenced Activity. It is our express intent that this release shall bind the members of our family, estate, heirs, administrators, personal representatives and assigns.

Participant's Name

Participant's Signature

Date

Parent/Guardian Name

Relationship to Participant

Parent/Guardian signature

Date

MEDICAL RELEASE

Coastal Ocean Science Academy/Middle School



**Northeastern
Marine Science Center**

August 9 – August 13, 2021

Participant's Name: _____

Health insurance provider: _____ Subscriber name: _____

Policy #: _____ Group #: _____

Dental insurance provider: _____ Subscriber name: _____

Policy #: _____ Group #: _____

1. List **any** medical condition that program staff might ever need to know about during the program.

Check if none

2. List all medical, food, or environmental allergies and/or dietary restrictions.

Check if none

3. Does your child wear glasses or contact lenses? Yes No

(Disclaimer: COSA instructors are not able to carry or administer student medications.)

Consent for Treatment

I give permission for emergency medical treatment for my dependent if an accident or illness should occur while participating in the Coastal Ocean Science Academy. This includes referral to a local hospital, hospitalization, anesthesia and/or surgery should it be deemed necessary by medical personnel and I am unable to be reached.

Parent/Guardian name (please print)

Relationship

Signature

Date