

PROGRAM INFORMATION & APPLICATION

Coastal Ocean Science Academy

Littorina Middle School Program

August 1 – August 5, 2022

Thank you for your interest in the 2022 Coastal Ocean Science Academy (COSA) at Northeastern University's Marine Science Center (MSC). The *Littorina* Program is open to incoming 7th and 8th graders and will run from Monday, August 1 through Friday, August 5, 2022, 9 am to 4 pm each day.

Application Instructions:

1. Read the enclosed Program Information (pages 1-4)
2. Fill out the application including:
 - Applicant Information (2 pages)
 - Participant Statement of Interest (1 page)
 - Individual Release (2 pages)
 - Medical Release (1 page)
 - 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. See the "Fees/Payments" section for more information. NOTE: scholarship applicants should NOT submit deposit.

Deadlines

Participants will be accepted on a rolling basis until all slots are filled. Scholarship applications are due by March 30, 2022, and notification of scholarship awards will occur in mid-April.

Fees/Payments

Program fees for 2022 are \$525 for the one-week program. Nahant residents are eligible for a 50% reduction in fees. Scholarship information is in the following section.

Program fees include all instruction, equipment, transportation to offsite field locations, entry for all fee-based field experiences, daily lunches and snacks, and a 2022 COSA t-shirt.

Deposit and fee payments can be made:

1. By check payable to Northeastern University
2. By credit card at <https://commerce.cashnet.com/SFMSC?CNAME=OUTREACHPROG>
(click *Coastal Ocean Science Academy* and enter the payment amount)

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 broaden participation in academics and careers related to Science, Technology, Engineering, and Math (STEM).

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 March 30. Notification of scholarship awards will begin in mid-April 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.

What to Bring

- Rain gear, a change of clothing and/or layers of clothing, and a sunhat are highly recommended and may be stored onsite. The temperature in Nahant can differ from other inland communities, and it is often windy on the coast.
- 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 in the field, but are acceptable in the classroom.
- Participants should bring their own sunscreen, bug repellent, and reusable water bottle from home.

Food

Individually packaged snacks, lunch, and juice will be available at no extra cost, or students can also bring their own.

Health & COVID Protocols

The COSA program applies annually for a waiver from the local Board of Health, determining it as not a camp per 105 CMR: 430.800, and thus **does not staff medical personnel**. COSA instructors are not able to carry or administer student medications. Efforts are made to provide reasonable accommodations for students with disabilities (See *Accommodations for Students with Disabilities* below).

In compliance with Northeastern University and regional COVID regulations, we are implementing the following protocols – current as of February 2022 and subject to change. Any changes will be communicated to participants ASAP.

1. Participants will be required to provide documentation of ONE of the following:
 - a. A negative COVID test (PCR) completed within 72 hours of program start
 - b. Proof of COVID vaccination
2. COSA staff, instructors, and guest speakers are all fully vaccinated
3. Masks will be required indoors and while in vans travelling to field sites
4. Food will be individually packaged, and snacks/lunch will take place outdoors

Arrival & Departure

Participants must arrive at Northeastern University's Marine Science Center (430 Nahant Road, Nahant, MA 01908) by **9:00 am** (arrivals welcome after 8:30 am). The program ends at **4:00 pm**.

Participants must complete a transportation plan (on the application form, below) to indicate whether they will be a supervised or unsupervised pickup/drop off. If a student will be absent or tardy, please notify Sierra Muñoz at (608) 395-5884 or email si.munoz@northeastern.edu by **7:30am** on the day of the program.

Transportation to and from Activities

COSA staff will escort students at all times when moving between activities. COSA students will be transported from the Marine Science Center to nearby field sites in passenger vans by authorized staff.

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.

Refund Policy

A full refund of the deposit is possible before May 30, 2022. 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).

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 to comply with any of the above may be dismissed from the program.



We aim to serve the diverse needs and learning styles of all students. 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 Sierra Muñoz, program coordinator at (617) 373-2825.

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, sexual orientation, age, national origin, ancestry, veteran, or disability status. Moreover, the University will not ignore any form of discrimination or harassment, including sexual harassment. Nor will Northeastern condone any form of retaliatory activity against any person who brings a complaint of discrimination or harassment, or who cooperates in a complaint investigation.



APPLICANT INFORMATION: PAGE 1 of 2

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Participant Information

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

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

Date of Birth: ____/____/____ Grade entering in Sept 2022: _____

Student cell number (optional): _____ Student email (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 Sept 2022: _____

Has the student attended COSA before? Yes No

Are you interested in being considered for a full or partial scholarship? Yes No

IF YES: 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 the lunch provided? 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: Home Cell Work

Parent phone #2 _____ Specify which: Home Cell Work

Parent email address: _____

APPLICANT INFORMATION: PAGE 1 of 2Coastal Ocean Science Academy • *Littorina* Middle School Program • August 1 – August 5, 2022**Emergency Contact Information (In case parent/guardian is not available)**

Name: _____ Phone #1: _____ Home Cell Work

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

Transportation Plan

Unless I expressed otherwise in writing to COSA staff by 7:30am 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 will 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 not listed on the registration form above, please provide the following information:

Name: _____

Relationship to child: _____

Phone number(s): _____

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

_____ On foot

_____ By bicycle

_____ By public transportation

Any deviation from the plan listed below must be communicated in writing by 7:30am 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



STATEMENT OF INTEREST: Page 1 of 1

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Please use this page (or attach your own, typed response) to describe in 300-500 words the following:

- *Why are you interested in participating in the COSA program?*
- *What are your academic goals for middle/high school and beyond?*
- *What would you like to get out of the experience?*

INFORMED CONSENT AND RELEASE OF LIABILITY – Page 1 of 2

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This form must be signed by the student participant and, if the participant is less than 18 years old, the participant's parent or legal guardian.

References below to "I" or "my" refer to both the participant and the parent/legal guardian (if applicable).

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

I request permission for the participant to participate in the Coastal Ocean Science Academy hosted at Northeastern University's Nahant Campus from August 1 – 5, 2022 the ("Activity"), and confirm that:

1. *Voluntary Activity.* I understand and agree that participation in this Activity is purely voluntary and is not required by Northeastern University.
2. *Program Understanding:* I 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.* I recognize and appreciate the dangers, hazards and risks of the Activity, which could include serious or even mortal injuries and property damage. I attest that I have fully considered the risks and hazards and I agree that I have fully assumed the risks involved in this Activity.
4. *Fitness to Participate.* I 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. I 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:* I understand that the participant will be obliged to abide by the rules and expectations of the program. I 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. I agree that the participant will wear proper footwear and clothing as advised by the program.
6. *Medical Treatment:* I understand that Northeastern University does not have medical personnel available at the location of the Activity. I 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. I 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. *Payment/Health Insurance.* I represent that I 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. I guarantee payment of all expenses incurred for participant's transportation to and receipt of emergency medical treatment.

INFORMED CONSENT AND RELEASE OF LIABILITY – Page 2 of 2

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8. *Media Release.* In consideration of participant's participation in the Activity, I 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.

THIS IS A RELEASE OF LEGAL RIGHTS - READ BEFORE SIGNING

In consideration of the participant being granted permission to participate in the Activity, I, on behalf of myself and my 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 I 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. I acknowledge and agree that this release shall be enforceable to the fullest extent permitted by law.

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

I 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 my express intent that this release shall bind the members of my family, estate, heirs, administrators, personal representatives and assigns.

Participant's Name

Date

Participant's Signature

If participant is less than 18 years old:

Parent/Guardian Name

Relationship to Participant

Parent/Guardian signature

Date

MEDICAL RELEASE: PAGE 1 of 1Coastal Ocean Science Academy • *Littorina* Middle School Program • August 1 – August 5, 2022

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 need to know about during the program (**if none, please write, "none"**).

2. List all medical, food, or environmental allergies and/or dietary restrictions (**if none, please write, "none"**).

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

(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 a student in the Coastal Ocean Science Academy. This includes referral to a local hospital, hospitalization, anesthesia and/or surgery should it be necessary, and I am unable to be reached.

Parent/Guardian Name (Please Print)_____
Relationship_____
Signature_____
Date

LETTER OF RECOMMENDATION

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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/ywcdtr2v>. 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. Please describe how you feel the student will benefit from participation in the program (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 March 30, 2022.