

**Official Transcript**  
**Boston College's Global Proficiency Program**  
**Shannon Leigh O'Brien**

**I. International Experience**

London, England: 6 month Internship at Standard and Poor's MMS

- Directly Marketed new Internet product and registered over 200 clients
- Provided technical support to customers on trading floors
- Edited and distributed daily financial Analysis for clients via e-mail

\* At 19 years old, took initiative to arrange visas and accommodations for six months of financial independence, living and working in London, England.

**II. Academic Component**

Language: French and Spanish

- AP credit through Advanced French.
- Beginning Conversational Spanish

Humanities Courses:

- Introduction to French Drama and Poetry
- Topics in French Culture and Civilization

Social Science, Business, Education Courses:

- Intercultural Communication
- Globalization and the Media
- Managing Diversity
- Chinese Classical Philosophy

**III. Co-curricular Activities**

**Activity 1: Resident Assistant at EF International School 6/01 – 12/01**

- Description: Helped to organize and implement recreational activities and events. Facilitated communication among students in a multinational, multilingual community. Enforced school policies and educated students on fire, safety and theft. Responded to emergencies.
- Skills: Communication; Teamwork; Leadership; Flexibility, Public Speaking, Event-Planning; Attending to and caring for students as individuals.
- Time Commitment: Full time position (including 24-hour on-call duties and 5-12 hour shifts at reception desk).

**Activity 2: Newspaper Editor, Marketplace Section 1/00 – 12/00**

- Description: Generated, researched, wrote, delegated and edited stories on International topics. Worked to increase International awareness of newspaper constituencies. Managed and advised over 20 student writers. Increased staff by recruiting 20 writers. Enthusiastically motivated and held writers accountable for their responsibilities.
- Skills: Delegation; Leadership; Time Management; Meeting Deadlines; Innovation; Multi-tasking; Adobe PageMaker and PhotoShop.
- Time Commitment: 20+ hrs/week.

**Activity 3: Attending Events and Lectures 1/01 – 5/01**

- Description: Attended International and Cultural events throughout the Boston area.
- Skills: Deepened awareness of different cultures, religions, beliefs, art and music.
- Time Commitment: 2-5 hours a week for five weeks.

**Service Project: Assistant at Landmark Education 12/01 – present**

- Description of Responsibilities: With centers in every continent, Landmark Education deals with human issues on an international level. Worked with the Global Education Program to increase cross-cultural communication among the clients. Assisted other members of the production team during seminars and trainings. Supported company mission of creating an international environment.
- Skills: Commitment; Leadership; Teamwork; Flexibility, Maturity.
- Time Commitment: 5-10+ hours a week.

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Cheryl Presley,  
Vice President of Student Affairs,  
Boston College

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John Neuhauser,  
Academic Vice President  
Boston College