Congrats on your decision to apply to Study Abroad!
(We think it’s the best decision you’ve ever made.)
STEM Abroad

• Scientific research is a global endeavor.

• On a resume, study abroad is now nearly as indispensable as good computer skills or proficiency in English.

• When applying for the NSF Graduate Research Fellowship, students must show Broader Impacts. Studying abroad and having a more global perspective counts as a Broader Impact.

• Students build cross-cultural skills and international experience required to participate fully in the modern global academic community or industry/business.
Things to consider:

- What programs will work best for you academically?
- Don’t choose a program based on:
  - Location
  - Weather
  - Imagined Prestige
  - Your parents told you to go there
  - Your best friend is going there too
  - Dreams of Hogwarts
GPA Requirements

The Caltech Scholars Programs require a minimum 3.0 GPA for all programs except Cambridge, which requires 3.4.

Exceptions for Cum GPAs Under 3.0

• UCL is very unlikely to take students below 3.0. Some departments want a 3.7 and up, e.g., Economics, Biomedical Sciences.

• There are no exceptions for Cambridge, which requires a 3.4 GPA that is stable or rising.

• Edinburgh has occasionally accepted students with a 2.8, again, with very strong letters & 3.0 or better grades in the option.

• KU and DTU occasionally accept students with a 2.8.
How many programs should I apply for?

- If you are applying to Cambridge and UCL, you should have a 2nd choice, as those are our most popular programs. If both, have a 3rd choice.
- Cambridge has 10 places (5 Michaelmas, 5 Lent)
- DTU has 5 to 10 places. KU 5.
- Edinburgh has 5-15 places
- UCL has 5-10 places
A complete application includes:

• Application Checklist
• Caltech Scholars Program Application Form
• Core Course Checklist
• Unofficial Transcript
• Proposal
• 2-3 Letters of Recommendation – only do 3 if the 3rd addresses a different area of your academic ability.
Study Abroad Application Checklist

Name of Student: ______________________________________________________________

This application is my own original work. I have not received professional assistance in writing or proofreading my essays.

Signature: ______________________________________________________ Date: _____________

Program(s):

☐ Cambridge, Michaelmas - Fall Term
☐ Cambridge, Lent - Winter Term
☐ Copenhagen (KU/DTU), Fall Term
☐ Ecole Polytechnique, Fall Term
☐ University College London, Fall Term
☐ University of Edinburgh, Fall Term
☐ University of Melbourne, Fall Term

☐ Program Application
☐ Core Course Checklist
☐ Proposal (Essay, Degree Audit, Program Fit, and Proposed Course List)
☐ Proposal Re-Write (if necessary)
☐ Recommendation 1 from: ____________________________________________
☐ Recommendation 2 from: ____________________________________________
☐ (Optional) Recommendation 3 from: ________________________________
☐ Transcript (unofficial ok): __________________________________________

Notes:
_____________________________________________________________________
_____________________________________________________________________
Caltech Scholars Programs
Application Form for Study Abroad  Due 3pm, January 25

Turn all materials in to: Fellowships Advising & Study Abroad Office, Rm 319, Center for Student Services.
Please follow these directions:
• Only hard-copy applications will be accepted. Do not email any part of your application.
• Do not staple pages together, only use paperclips.
• Print only single-sided. NO double-sided documents will be accepted.
• Put your name in the upper right hand corner of every page of the proposal.
• Put the page number in the lower right hand corner of every page of the proposal.
• Assemble your application in the order listed on the Study Abroad App. Checklist

What program(s) are you applying for? Check all that apply.

☐ Cambridge, Michaelmas (Fall) Term
☐ Cambridge, Lent (Winter) Term
☐ Copenhagen (KU/DTU), Fall Term
☐ Ecole Polytechnique, Fall Term  -- DUE JAN. 15
☐ University of Edinburgh, Fall Term
☐ University of Melbourne, Fall Term
☐ University College London, Fall Term

Please list programs by preference. If applying for Cambridge Lent and Michaelmas, list them separately.
First Choice: ______________________________
Second Choice: ______________________________
Third Choice: ______________________________
Fourth Choice: ______________________________
Fifth Choice: ______________________________
Sixth Choice: ______________________________

1. Student’s Name: ______________________________ Nickname: ______________________________
2. Caltech email address: ______________________________ Preferred _______
3. Alternate email address: ______________________________ Preferred _______
4. Caltech UID: ______________________________
5. MailBox number: __________ Cell Phone: ______________________________
6. Current Class Year:  ☐ Sophomore  ☐ Junior
7. Date of Birth: _______________ Age by term you will study abroad: __________
8. House Affiliation: ______________________________
9. Citizenship:  ☐ U.S.  ☐ Permanent Resident  ☐ Int’l Student
   Do you currently hold a valid passport?  ☐ Yes  ☐ No
   If not a U.S. citizen, give country of citizenship: ______________________________

10. Cumulative G.P.A. _________ GPA for last two terms (if avail.) (s)_______ (f)_______
11. Option: ______________________________
Core Course Checklist
For ALL Study Abroad Programs

Students must have passed ALL freshman and sophomore core courses before going on an exchange program. This includes Freshman Biology, Physics, Math, Chemistry and Chem Lab, Freshman (Intro) Humanities and Social Science as well as Sophomore Math and Physics. PE and Advanced Humanities and Advanced Social Science requirements do not need to be completed, but you must state when you plan to take them.

Student Name: ____________________________________

Current Class: □ Sophomore     □ Junior       Option: ___________________________

Program(s) Applying for:
□ Cambridge:      □ Michaelmas and/or □ Lent
□ Copenhagen
□ Ecole Polytechnique
□ Edinburgh
□ Melbourne
□ UCL

Please check the appropriate box

Freshman Mathematics
Ma 1a   □ Passed    □ Currently taking    □ Plan to take:    When?
Ma 1b   □ Passed    □ Currently taking    □ Plan to take:    When?
Ma 1c   □ Passed    □ Currently taking    □ Plan to take:    When?

Freshman Physics
Ph 1a   □ Passed    □ Currently taking    □ Plan to take:    When?
Ph 1b   □ Passed    □ Currently taking    □ Plan to take:    When?
Ph 1c   □ Passed    □ Currently taking    □ Plan to take:    When?

Freshman Chemistry
Ch 1a   □ Passed    □ Currently taking    □ Plan to take:    When?
Ch 1b   □ Passed    □ Currently taking    □ Plan to take:    When?

Freshman Biology
Bi 1    □ Passed    □ Currently taking    □ Plan to take:    When?
OR
Bi 1x   □ Passed    □ Currently taking    □ Plan to take:    When?
OR
Bi 8    □ Passed    □ Currently taking    □ Plan to take:    When?
OR
Bi 9    □ Passed    □ Currently taking    □ Plan to take:    When?

Menu Class
____________________ □ Passed □ Currently taking □ Plan to take:    When?

Freshman Chemistry Lab
Chem 3a □ Passed    □ Currently taking    □ Plan to take:    When?
Or other ____________________
Who should write your letters of recommendation?

• 1<sup>st</sup> letter must be from someone who has taught or supervised you in your **option or a closely related area**, preferably from a professor at Caltech. Cannot be TA or peer of any kind.

• 2<sup>nd</sup> letter must be from someone who has taught or supervised you in research in your STEM **option or closely related area**. Can be from someone who works at or outside of Caltech (JPL, other research university or organization, etc.), and could also be a graduate student TA. This person must have taught you, or supervised you in research or STEM related employment. NO FRIENDS!
• **Optional** 3rd letter can be from someone else (but not another undergrad or graduate friend) who knows you well and can discuss something the other two letters cannot related to academics in your study abroad option.

Letter writers must complete the reference form and submit a typed and signed letter. They can send these to FASA through campus mail. If not at Caltech, they can snail mail it to our office. You can hand carry it to us, as long as it is in a sealed envelope with the letter writer’s signature on the seal.
Caltech Scholars Programs Reference Form

Official Reference Form for Study Abroad Applicants
Please return by January 25
To: Lauren Stolper, Director, Fellowships Advising & Study Abroad
California Institute of Technology
Mail Code 319-87, Pasadena, CA 91125

* This section to be completed by student *

Name of Applicant: ____________________________ Option: ____________________________

☐ Sophomore ☐ Junior Please check if transfer or 3-2 student: ☐ Transfer ☐ 3-2

Program(s): Check all that apply
☐ Cambridge University (Michaelmas - Fall Term) ☐ University College London (Fall Term)
☐ Cambridge University (Lent - Winter Term) ☐ University of Melbourne (Fall Term)
☐ Copenhagen University or ☐ DTU (Fall Term) ☐ University of Edinburgh (Fall Term)

☐ This is a CONFIDENTIAL evaluation. I hereby waive my access to this evaluation
as per the Family Education Rights and Privacy Act of 1974.

Applicant’s signature: ____________________________ Date: ____________________________

Information for the applicant:
Students are required to submit two references – at least one must be from a member of the professorial faculty in the
student’s Caltech option. The second reference must be from an individual in the student’s option, but not necessarily
based at Caltech (e.g., teaching assistant, instructor/lab instructor, CIT professor, visiting professor, research supervisor,
etc.). Note that students may submit a third reference from individuals not in the student’s option, (e.g. resident advisor,
coaches, humanities faculty, employers, scientists/engineers from other universities or research centers). Students should
submit the third letter only if it provides additional significant information.

Name of the reference writer: ____________________________

Information for recommender: This reference will be helpful in evaluating the applicant’s qualifications for
participating in one of Caltech’s official study abroad programs. Please reference the applicant’s academic and personal
qualifications as well as character. Students participating in a study abroad program will take courses in or highly related
to their Caltech option. Note that this recommendation is not just for internal selection, but will also be forwarded to the
university abroad if the student is accepted into the Caltech Scholars Program. Please complete all portions of the form
as requested and include a signed letter. Incomplete evaluations cannot be considered. An electronic version of this form
is available at http://fasa.caltech.edu.

1.) In addition to this form, please attach a Letter of Recommendation commenting on the
student’s qualifications, both personal and academic, for study abroad. This reference will be read by
faculty at the study abroad university as well as the Caltech selection committee. Please be sure to sign your letter.
2.) How long have you known the applicant? __________ In what capacity? __________________________

3.) How does the applicant compare with the better Caltech undergraduates you have taught? Please complete the evaluation chart below. Check the box that best indicates your opinion of the applicant's qualifications. Please compare the applicant with other Caltech undergraduates at a comparable level of education and research experience.

<table>
<thead>
<tr>
<th>Exceptional</th>
<th>Outstanding</th>
<th>Unusual</th>
<th>Good</th>
<th>Above Average</th>
<th>Average or below</th>
<th>Inadequate opportunity to observe</th>
</tr>
</thead>
<tbody>
<tr>
<td>Top 5%</td>
<td>Next 5%</td>
<td>Next 10%</td>
<td>Next 15%</td>
<td>Next 15%</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

1. Mastery of basic knowledge in student's option
2. Familiarity with and ability to use laboratory techniques
3. Ability to express self orally and in writing
4. Originality and imagination in academic work
5. Capacity for conscientious, hard work
6. Potential for future growth in science and engineering
7. Ability to get things done independently
8. Adaptability to new situations
9. Emotional stability and maturity
10. Impression applicant will make abroad academically and socially

5) From my knowledge of this applicant, I am willing to give my:

☐ Full Endorsement ☐ Qualified Endorsement

Name (please print) ________________________________________________________________

Department ____________________________________________________________________

Title /Position __________________________________________________________________

University (if not Caltech) _________________________________________________________

Signature ___________________________ Date ________________________________

NOTE WELL: This form can be filled out electronically, but must be printed out and delivered as a hard copy to the FASA Office (listed above) through campus mail or by hand. If hand carried by the student, it must be in a sealed envelope with your signature over the seal. Please clip (do not staple) your letter of recommendation to this form. Please remember to sign your letter of recommendation.
Note that students are advised to clear up any Extensions and at the end of the proposal explain any grade issues that should be brought to the attention of CEPSA in the selection process.

For example: Any LOA. Grades below B-. An underload. Any academic probation.
Proposal

- Essay (1 page max, single spaced)

- Degree Audit

- Program fit: In a paragraph for each program, describe how do the courses you’ve selected (for each program) work with your degree requirements and academic goals.

- Proposed course list: requires understanding of each program’s rules (see handout)
Proposed Course List

• In program preference order and for EACH program you are applying to, list each of the courses you wish to take according to the directions below.

• You should consult the handout on each program to ensure that you fully understand the program requirements.

• Note that creating each proposed course list is the most time consuming part of the application— you may need to contact faculty at the host university, so allow time for a response.

• It is wise to start NOW! This is more complex than you think!

Tips on finding classes posted online.
Required Courses Abroad

- Students can get general credit, elective credit, HSS or option credit. No need for professor approval until after you are selected for a program.

- Look through the Equivalent Course Guide, sample proposals, surveys, and sample course lists in the FASA Library.

- Look through each university’s courses online.

- If needed, confer with CIT professors and professors abroad to determine equivalency issues (if it is not clear that a course will fulfill a specific option requirement).

- You can take one Course by Correspondence with the approval of the Caltech professor.
**Formatting Requirements**

- Only hard-copy applications will be accepted. **Do not email** any part of your application.

- **Do not staple** pages together, only use paperclips.

- **Print only single-sided.** NO double-sided documents will be accepted.

- Put your **name in the upper right** hand corner of every page of the proposal.

- Put the **page number in the lower right** hand corner of every page of the proposal.

- Assemble in the order outlined in the directions.
Questions?
UCL Course Rules

• Students must take 50% of courses in their “Admitting Department”

• Uniting system is usually 1 class = .5 UCL units, except most engineering which are .25 UCL units.

• Students must take exactly 2 UCL units (no more, no less).

• See UCL prospectus for list of admitting depts.

• To take upper level Econ courses, the Econ Dept must be listed as your second admitting dept. You can then take 1-2 courses in upper level Econ.
- Some departments don’t accept one term visiting students, as listed in the UCL Scholars Program handout. For example: Math, EE, BioChemE
- Course Level: year 1, year 2, and year 3
- Make sure class is listed as Fall Term.
FINDING CLASSES: UNIVERSITY COLLEGE LONDON

*UCL has no central course catalog.*

Search by subjects:
https://www.ucl.ac.uk/prospective-students/study-abroad-ucl/study-abroad-guide/subjects

The Affiliate Tutors are listed online at:
http://www.ucl.ac.uk/prospective-students/study-abroad-ucl/study-abroad-guide

Or Affiliate Tutor details can be found on at the bottom of the subject page for each area.
Melbourne

• Semester 2 (July through November)
• You can do research!
• You can take 2 HSS courses, and like all programs, 2 must be in your option or a closely related field.
• You can only take 4 classes, but must propose 6. Each class is 12.5 credits.

How to search for classes:
How to search for classes – search for Subjects:  

Quicksearch
Search all entry types: Courses, Subjects, Majors/Minors/Specialisations Breadth Tracks
List the specific subject you want: Mathematics
Click on Undergrad or Postgraduate (mean graduate)
Then click: Go

On Handbook: View search tips for Advanced Search

Allows you to refine your search further.
You can search by name, subject, semester, faculty and area of study
Edinburgh

• You are admitted into the *College of Science and Engineering*
  Colleges = Divisions
  Schools = Departments
• There is no official ‘admitting department’ at UCL – but the dept. where you take most classes will be default home dept.

• You must take 2 courses related to your option.
• Take 60-80 credits (at least 4 courses).
• Most Sci and Hum courses are usually 20 credits each. Engineering courses are usually 10 credits each.
• You can only take 1 course *outside* the College of Science and Engineering (humanities or social science).
• BEM or Econ majors can take up to 40 credits Econ courses with authorization from Edinburgh Econ Dept.
Catalog Terminology

- DRPS: Degree Regulations and Programme Schedules (Edinburgh Catalog) There is a link to the glossary for the DRPS in the Edinburgh Handout.

- Make sure to choose courses taught in S1 (Semester 1)

- SV - Available to all students
- SS - Not available to visiting students
- VV – One term visiting students only
Course Levels

• Levels 7 and 8 do not assume prior knowledge in the subject – good for those new to a subject.

• Levels 9 and 10 are equivalent to junior/senior level courses.

• Level 11 courses are not always open to undergraduates. Apparent in DRPS.

• Don’t chose level 9 or 10 HSS classes unless you have considerable background in the field.
FINDING CLASSES: UNIVERSITY OF EDINBURGH
Has the Course Finder for study abroad students:

http://www.ed.ac.uk/studying/visiting-exchange/course-finder

Or

DRPS — Degree Regulations & Programs of Study
http://www.drps.ed.ac.uk/16-17/
Copenhagen Scholars Program:

Copenhagen University (KU) or the Technical University of Denmark (DTU)

- KU offers classes in the sciences, including Computer Science and Economics.
- DTU has applied science AND science courses.
- You must take 2 courses related to your option.
- You must take Danish language, taught at KU, even if you are enrolled at DTU.
Copenhagen University (KU)

- If enrolled at KU, you must take a Danish culture course (General Danish Culture, Nordic Mythology, Danish Monarchy, Danish Cinema, etc) and Danish Language
- At KU, you must take 2 science courses in the first block, and 1 science course in the second block.
- No admitting department
Technical University of Denmark (DTU)

- Warning! On the DTU course catalog, E=Autumn and F=Spring. Don’t select courses listed during the F Semester!! Spring in Danish is **Forår**.
- You take 30 ECTS at DTU, plus Danish Language at KU.
- You can do research for credit.
- No admitting department
Two Different Block Systems

- **At KU**, for science subjects, the term is split into 2 intensive blocks that are approximately 9 weeks long. The 2nd block continues into January. You must get permission from the prof. to take the final exam before you leave in December in order to take a 2nd block course.

- **At DTU**, the block system refers to the time schedules of classes. Classes are taught in 4 hour blocks consisting of a lecture session followed by a problem solving session overseen by the professor.
FINDING CLASSES: KU & DTU

KU Course Catalog:  http://kurser.ku.dk/

DTU Course Catalog:  http://www.kurser.dtu.dk/search.aspx?menulanguage=en-gb

All 3rd/4th year classes can be taught in English
Cambridge

See you at the Cambridge Meeting!
Application tips

• Read sample proposals in FASA Library
• Read program rules (in handouts)
• Check out courses using links in PDF handouts
  (on http://FASA.caltech.edu)
• Look at Equivalent Course Guide (FASA Library)
• Come in during walk-in hours to ask us questions
• Complete easy tasks first – Gen. application, Core Course Checklist, print transcript, etc.
• Ask for references NOW!
Who to contact for syllabi or timetables not available online

- UCL: **Affiliate Tutor**, listed in Study Abroad Guide
- Melbourne: contact **professors**
- Edinburgh: on the DRPS you will see the **head tutor** listed for the department
- Copenhagen: the **professor** as listed on the course description for DTU & KU
How Students are Selected for Study Abroad

- Interview with FASA Director, Lauren Stolper
- Selection by CEPSA & Nomination to One Host University
- Nomination and application to ONE host university
- Acceptance by host university
Study Abroad Application Resources in FASA Library

- Proposal examples, which include course lists
- Academic and Social Surveys
- Online resources on FASA website
All application materials are posted online. Please download writable PDF forms from http://FASA.CALTECH.EDU
FASA Walk-in Hours

Tuesdays and Thursdays
9-11am and 2-4pm

Special Walk In Days:

TBA
All forms need to be turned in to the FASA Office, Room 319, Center for Student Services by 3pm, Wednesday, January 25, 2017