



***Congrats* on your decision
to apply to Study Abroad or Away!**
(We think it's the best decision you've ever made.)

STEM Abroad & Away

LIFELONG BENEFITS OF THESE OPPORTUNITIES

- Scientific research is a global endeavor.
- On a resume, study abroad & away experience 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 or away means having initiative and a more diversifying perspective which counts as a Broader Impact.
- Students build cross-cultural skills and international experience required to participate fully in the modern, global, and collaborative academic community or industry/business.

Things to consider :

- What programs will work best for you academically?
- DO NOT 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

Other things to note:

- Learning/test taking accommodations do not automatically transfer for study abroad and are usually less generous than at Caltech
- Applicants need to have the resilience and coping skills to deal with a new study and living environment without the ease of access to Caltech services and level of support that they have at Caltech
- Study abroad/away students need to have good time management skills because there are no extensions
- Financial aid or supplemental costs

GPA Requirements

The Caltech Scholars Programs require a minimum 3.0 GPA for all programs except for UCL (3.3*), Ecole Polytechnique (3.3), Chicago (3.5), and Cambridge(3.6 overall/3.7 in Option**)

Other Exceptions for GPAs

- *UCL requires a 3.9 GPA minimum, plus very strong reference letters, for Computer Science majors and a minimum 3.5 GPA for Biological & Biomedical Sciences.
- **Cambridge: 3.7 and up in option classes/tripos classes. Math at Cambridge 3.8+. Chemistry Part III – need 3.8 +. These are master's level classes – need background. Strong letters of reference are pertinent when applying to Cambridge.
- DTU occasionally accepts students with a 2.8, who have rising GPA & 3.0 or better grades in their option

How many programs should I apply for?

- If you are applying to Cambridge, UCL and/or Chicago, you should have a third choice, as those are our most popular programs.
- Cambridge has 10 places (6 Michaelmas, 4 Lent)
- Chicago has 2 places
- Copenhagen has 5 places
- Edinburgh has 5-20 places
- UCL has 5-10 places
- Melbourne and EPT has no limited number of places

A complete application includes:

1. The Application Checklist
2. Caltech Scholars Program Application Form
3. Proposal, *which includes essay, program fit, and proposed courses*
4. Unofficial Transcript
5. Course Degree Audit
6. 2-3 Letters of Recommendation

Study Abroad & Away Application Checklist

Name of Student: _____

☐ Sophomore ☐ Junior

Option: _____

Second Option: _____

Minor: _____

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

**SIGN
HERE** →

Signature: _____ Date: _____

Program(s):

- ☐ Cambridge, Michaelmas - Fall Term
- ☐ Cambridge, Lent - Winter Term
- ☐ Chicago, Fall Term
- ☐ DTU, Fall Term
- ☐ Ecole Polytechnique, Fall Term
- ☐ UCPH, Fall Term
- ☐ UCL, Fall Term
- ☐ Edinburgh, Fall Term
- ☐ Melbourne, Fall Term

First Choice: _____

Second Choice: _____

Third Choice: _____

Fourth Choice: _____

Fifth Choice: _____

NOTE: Write the names of your recommenders here, but **do not** check them off. Include items in this order:

- ☐ Program Application
- ☐ Proposal (essay, program fit, and proposed courses)
- ☐ Recommendation #1 Referee name: _____
- ☐ Recommendation #2 Referee name: _____
- ☐ (Optional) Recommendation #3 Referee name: _____
- ☐ Transcript (unofficial ok): _____
- ☐ Course Degree Audit: _____

FASA notes:

Date Received: _____

Interview Date: _____

Interview Time: _____

This checklist is also to guide you when putting your application items together. Make sure it is in this order.

Remember, do not check off the boxes in the bottom section.

Writable PDF of application is available on the FASA website.

Download it and easily type in your responses or print it out and legibly handwrite in black or blue ink.

Caltech Scholars Programs

Application Form for Study Abroad & Study Away

Due by 3pm, January 27

Name: _____
Option(s): _____
☐ Sophomore ☐ Junior

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. Start your proposal as page 4 or page 5 if applying for EPT.
- Assemble your application in the order listed on the Study Abroad App. Checklist
- Minimum 3.0 GPA to apply for Study Abroad

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

- ☐ Cambridge, Michaelmas (Fall) Term, *minimum 3.6 overall GPA to apply, 3.7 GPA in Option*
- ☐ Cambridge, Lent (Winter) Term, *minimum 3.6 overall GPA to apply, 3.7 GPA in Option*
- ☐ DTU, Fall Term, *minimum 3.0 GPA to apply*
- ☐ UCPH, Fall Term, *minimum 3.0 GPA to apply*
- ☐ Ecole Polytechnique, Fall Term, *min 3.3 GPA to apply*
- ☐ Edinburgh, Fall Term, *minimum 3.0 GPA to apply*
- ☐ Melbourne, Fall Term, *minimum 3.0 GPA to apply*
- ☐ University of Chicago Program, Fall Term, *minimum 3.5 GPA to apply*
- ☐ UCL, Fall Term, *minimum 3.3* GPA to apply (*Biology min. 3.5, Comp. Sci. min 3.9)*
 - UCL fall term will only accept MechEng., CS, Biological Sciences, Biomed, Molecular, Neuroscience, Chemistry (Chem.Eng can go into Chem), & Earth Sciences. No EE, Math, Applied Math, or Physics.

Please list programs by preference. If applying for Cambridge Michaelmas and Lent, list them separately. If applying to any Cambridge &/or UCL Programs, must have another alternative:

First Choice: _____
Second Choice: _____
Third Choice: _____
Fourth Choice: _____
Fifth Choice: _____
Sixth Choice: _____

1. Student Name: _____ Nickname: _____
2. Pronouns (optional) : _____
3. Caltech email address: _____ Preferred ☐
4. Alternate email address: _____ Preferred ☐
5. Caltech UID: _____
6. MailBox number: _____ Cell Phone: _____
7. Family Residence Address: _____
8. Current Class Year: ☐ Sophomore ☐ Junior
9. Date of Birth: _____ Age during term you will study abroad: _____
10. House Affiliation: _____
11. Citizenship: ☐ U.S. ☐ Permanent Resident ☐ Int'l Student Country of citizenship: _____
12. Do you currently hold a valid passport*? ☐ Yes ☐ No* Date of expiration: _____

*If you do not have a valid passport, apply for one ASAP.

Who should write your letters of reference?

- 1st letter must be from someone who has taught or supervised you in your option or a **closely related area, from a professor or instructor at Caltech**. Cannot be TA or peer of any kind.
- 2nd letter must be from someone who has taught, advised, or supervised your research in your primary STEM **option or closely related area**. Second ref be from a professor, instructor, graduate TA, research supervisor, or Caltech advisor. **No employers!**

(Reference writers, continued)

- NO humanities or social science profs for letter 1 or 2, even if you have a 2nd option in HSS.
- Optional 3rd letter can be from someone else (but not a peer or relative) who knows you well and can show something the other two letters cannot. Can be a HSS prof, an employer, or coach.

Letter writers must complete the reference form(available in writable PDF on our website) and they also must **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/Away Applicants

Please return by January 27

To: Lauren Stolner, 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 Edinburgh (Fall Term)

☐ University of Copenhagen (UCPH) or ☐ DTU (Fall Term) ☐ University of Melbourne (Fall Term)

☐ Ecole Polytechnique (Fall Term) ☐ University of Chicago Study Away (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 applicant: Students are required to submit two references. The *first reference* must be from a Caltech professor, instructor, professor or postdoc research supervisor, or the applicant's academic advisor. All first referees must be in the student's primary STEM option. The *second reference* can be from a Caltech professor, instructor, academic advisor, grad TA, university-based research supervisor at Caltech or at another university or national laboratory in the student's primary STEM option or a highly related area. Note the focus of the reference is on your academic ability in the classroom and not on research.

An optional third reference can be submitted only if this referee can discuss academic attributes not covered by the first or second referee and could come from any individual noted above or from an HSS professor, RA, employer, coaches, etc. Note well that the focus of all letters must be the academic ability of the applicant for study abroad and the applicant's preparation to succeed at their host university.

Name of the reference writer: _____ Reference letter # _____

☐ CIT STEM Professor/Instructor/Advisor ☐ Other Faculty _____ ☐ Other, specify _____

Letters may be sent to the FASA Office via campus mail, regular mail, or hand delivered by the letter writer. If the reference is delivered by the student, it must be in a sealed envelope with the letter writer's signature on the seal. Open letters delivered by the student will not be accepted.

* This section to be completed by 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

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.



	Exceptional	Outstanding	Unusual	Good	Above Average	Average or below	Inadequate opportunity to observe
	Top 5%	Next 5%	Next 10%	Next 15%	Next 15%		
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. Reliability							
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 _____

Please clip (do not staple) your letter of recommendation to this form. Please remember to sign your letter of recommendation.

Caltech Transcript

(can be unofficial)

Note that students are advised to clear up any Extensions and to in their proposal explain any grade issues that they feel should be brought to the attention of CEPSC in the selection process.

*-Make sure your grades and GPA are stable or rising.
Recommended to mention it in your essay if your transcript reflects challenges or struggles.*

Proposal

- Essay (1 page max, single spaced)
- Program fit: In a paragraph for each program you are applying for, describe how the courses you've selected (for each program) work with your degree requirements and academic goals.
- Proposed course list(s): requires understanding of each program's rules

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.
- 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 how to find classes at class choice workshops.....

Required Courses Abroad

- Students can get general credit, equivalent credit, option credit or HSS (additional, advanced, or writing intensive.) 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 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.

Resources

- **Walk-In Hours** are Tuesdays and Thursdays, 9-11am & 2-4pm
- **FASA office library** has previous study abroad student comments and course list examples available for review in library
 - Library is open every Monday-Friday, 8am-5pm, but closed from 12-1pm
- **FASA website:** <http://fasa.caltech.edu/>
- **FASA Facebook page:**
<https://www.facebook.com/FASA.study.abroad/>

All forms and items need to be turned in directly to
the FASA Office*,
Room 319, in the Center for Student Services building
by 3pm on:
Monday, January 27, 2020
(ALL PROGRAMS)

*Remember everything must be physically brought into the
office, no emailed applications will be permitted

No extensions are allowed so make sure you adhere to the
deadline if you want your application to be considered.

Cheers! Any questions?

