



***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 (sent directly to the FASA office)

This checklist is also to guide you when putting your application items together.

Make sure your PDF is in this order.

Remember, do not check off the boxes in the bottom section but you do need to write the name of your recommendation writers.

Study Abroad & Away Application Checklist

Interview Date: _____

Interview Time: _____

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: _____

Put completed application in the order below (Write the name of your recommender, **do not** check them off):

- Study Abroad/Away Checklist (this form, completed by applicant)
- Program Application
- Proposal (essay, program fit, and proposed courses)
- Recommendation #1 Referee name: _____ CIT Faculty
- Recommendation #2 Referee name: _____ CIT Faculty Grad TA
Other, Specify _____
- (Optional) Recommendation #3 Referee name: _____
- Transcript (unofficial ok): _____
- Course Degree Audit: _____

FASA notes: _____ Date Received (FASA will fill out): _____

Caltech Scholars Programs

Name: _____

Option(s): _____

Sophomore Junior

Application Form for Study Abroad & Study Away

Due by 3pm, January 25

Submit application and proposal to SAapplications@caltech.edu / Submit references SAreferences@caltech.edu

Please follow these directions:

- All application materials must be submitted as one continuous PDF to SAapplications@caltech.edu
- Assemble your application in the order listed on the Study Abroad App. Checklist
- Title your application document First name.Last name (Sara.Smith)
- Use the email template for the body of your email when submitting all of your documents.
- 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).
- Minimum 3.0 GPA to apply for Study Abroad/Away

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 (Biological and Biomedical Sciences min. 3.5, Comp. Sci. Suggested 3.9) UCL only accepts ME, CS, Biological Sciences, Biomed, Molecular, Neuroscience, Chemistry (ChemEng can go in 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.

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.

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.**

All reference forms and references need to be emailed from the reference writer to SAreferences@caltech.edu. Paper copies or mailed copies will not be accepted as no one in the office to receive them.

Caltech Scholars Programs Reference Form

Official Reference Form for Study Abroad/Away Applicants

Please return by January 25

Send completed reference form and reference letter to

SAreferences@caltech.edu



*** 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

include a signed letter. Incomplete evaluations cannot be considered. An electronic version of this form is available at <http://fasa.caltech.edu>. Letters may be sent to the FASA Office via campus mail, regular mail, or you may hand deliver it. If the reference is delivered by the student, it must be in a sealed envelope with your signature on the seal.

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 _____

Mailed copies or hard copies hand delivered to the office will not be accepted this year. Please email both pages of this complete form and your reference letter to

SAreferences@caltech.edu

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 CEPESA 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 on our website.
- 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 emailed copies of the application will be accepted. Applications must be emailed to SAapplications@caltech.edu before the 3pm deadline on January 25, 2020
- Put your name in the upper right hand corner of every page of the application/proposal.
- Put the page number in the lower right hand corner of every page of the application/proposal.
- Assemble in the order outlined in the directions and make it one continuous PDF.
- PDF needs to be titled first name.last name (Bob.Smith)

Resources

- **Email questions or requests for appointments to mkuroda@caltech.edu or lstolper@caltech.edu (specializes with Cambridge questions)**
- **Special Drop-In Hours on Zoom** are **Tuesdays and Thursdays, 9-11am & 2-4pm** (Up until December 17th & except for Thanksgiving week, email for appt.)
- FASA office library is closed during the stay-at-home order but we have scanned copies of previous essays and course lists for your review on the **FASA website:** <http://fasa.caltech.edu/>
- We scanned a few recent essay and course list examples, as well as have many other resources to compose your application on our “Application Process” page of our website: <https://fasa.caltech.edu/studyabroad/apply>
- **FASA Facebook page:** <https://www.facebook.com/FASA.study.abroad/>

All forms and items need to be turned to the correct email address:

SAapplications@caltech.edu

SAreferences@caltech.edu

by 3pm on:

Monday, January 25, 2020

(ALL PROGRAMS)

*Remember everything must be emailed in, no paper copies will be accepted

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

Cheers! Any questions?

