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 demonstrates initiative and a diverse perspective on STEM, 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 could be less generous than at Caltech. Check the partner university’s disability service site or learning accommodation site. Documentation will be provided to obtain learning/test taking accommodation.

• 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 has a 3.3 GPA minimum for Computer Science, need very strong reference letters. Experience shows that 3.9 is needed to be highly competitive for C.S. Minimum 3.5 GPA for Biological & for Biomedical Sciences (need background. Neuroscience requires a 3.7 GPA.


• 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 another choice, as those are our most selective programs due to space limits & at UCL admission limits for depts mentioned in GPA. (For example, applying to UCL and Edinburgh or Chicago and DTU, etc.)
- Cambridge has 10 places (6 Michaelmas/fall, 4 Lent/winter)
- Chicago has 2 places
- U. Copenhagen has 5 places
- DTU has 5-10 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- *Fall 2021 grades required*
5. Course Degree Audit
6. 2-3 signed letters of Recommendation AND the Rating FORM (sent directly to the FASA email)
7. For EPT, student must complete a French language assessment with Prof. Orcel or Merrill

[Link](https://fasa.caltech.edu/documents/20395/LX_-_PEI_-_Language_Certificate-1.pdf)
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.
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.

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**Caltech Scholars Programs**

**Application Form for Study Abroad & Study Away**

*Due by 3pm, January 25*

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

Please follow these directions:

- All application materials must be submitted as one continuous PDF to SAplications@caltech.edu
- Assemble your application in the order listed on the Study Abroad App. Checklist
- Title your application document First name.Last name (SaraSmith)
- 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 (if page 5 or 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 minimum 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: __________________________
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, i.e., 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 can 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 2\textsuperscript{nd} option in HSS.

• **Optional** 3\textsuperscript{rd} 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 from 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.
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 references must be in the student’s primary STEM project. 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 an individual noted above or from an HSS professor, RA, employer, coach, 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.

<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 13%</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. 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
Current Caltech Transcript
(can be unofficial – must show fall grades)

Note that students are advised to clear up any Extensions on their proposal in the final essay paragraph explain any grade issues that they feel should be brought to the attention of CEPSA in the selection process, e.g., grade change or dispute.

-Make sure your grades and GPA are stable or rising. Recommended to mention at the end of your essay if your transcript reflects challenges or leaves.
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:
SA General Course Selection on 11/30 & Cambridge 12/1
Required Courses Abroad

• Students can get equivalent option requirement credit, other option credit, HSS (additional, advanced, or humanities writing intensive) or general 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 on our website.

• Look through each university’s course catalog 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, 2022.

- 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 in Cambridge questions, but can answer all questions)
- Special Drop-In Hours are Tuesdays and Thursdays, 9-11am & 2-4pm (Up until December 17th & except for Thanksgiving week, email for appt.) Room 319 or via Zoom upon request.
- FASA office library is open but we have a space limit so you must register to visit. https://doodle.com/poll/qw2m8bivpwykgae?utm_source=poll&utm_medium=link
- 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 Pacific Time on:
Tuesday, January 25, 2022
(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?