

STUDY ABROAD & STUDY AWAY APPLICATION DIRECTIONS FOR ALL PROGRAMS

Deadline for all application materials: **January 25, 2026**

Email all materials to the Fellowships Advising & Study Abroad Office: SAapplications@caltech.edu
References should email their recommendation forms and letters to: SAreferences@caltech.edu

Please follow these directions:

- All application materials must be submitted as one PDF document to SAapplications@caltech.edu.
- Assemble your application in the order listed on the Study Abroad/Away "Application checklist".
- Title your application document "First name last name" (e.g., "Wei Chen"). *A preferred name may be indicated by quotation marks (e.g., Alexandra "Sasha" Morelli).*
- Type your name in the right corner of the document header, ensure it shows in each page of the proposal.
- Please put page numbers in a footer in the bottom right corner.

All applicants must include the following:

- 1. Study Abroad/Away checklist**
- 2. Study Abroad Application Form**
- 3. Personal essay**
- 4. Program fit essay and proposed course list (one for each program applying to)**
- 5. Current copy of your CIT transcript. Unofficial transcript is acceptable.**
- 6. Two References: forms and official, signed letters of reference.**

Please look over the program handouts to obtain the specifics on the academic programs and specific websites to prepare your program fit essay and proposed course list. <https://fasa.caltech.edu/studyabroad>

Essay Directions:

- 1. Personal essay:** please provide a brief personal narrative around one page, single-spaced. Express why you value a term abroad for your academic and personal growth. These should be thoughtful and personal statements and students selected to study abroad will have their statement reviewed by host university faculty.

SECONDARY ESSAY for University of Chicago: If you are applying to the University of Chicago in addition to an international abroad program, you must write two essays. In the second essay, you need provide another brief personal narrative (at least 1/2 page single spaced) on the academic and personal value of a term away for you. Make sure to include your rationale for studying away from Caltech for a term and how the experience would be uniquely beneficial for you. Remember that students selected to study away will have their statement reviewed by the University of Chicago faculty.

2. **Program fit essay and proposed course list:** Briefly describe how the program you are applying for fits in with your course of study at Caltech. Explain why you want to go to that program and what you will gain from the experience. The proposed course list is a list of courses you wish to take at that program.
- You will need to make up a program fit essay and proposed course list for each program you wish to apply for
 - Please put the program fit essay and proposed course list in the order with your first choice of program being listed first and so on.
 - If you apply to Cambridge you must also apply to another program as well.
 - When listing classes, list admitting department and option credit classes first
 - Examples of these are in the FASA office library for you to review.
 - You will need to use the current year's course list at the partner university as next year's class list is not usually available till the summer months.
 - Due to course availability, students selected to study abroad or study away may need to make changes to their course list during the summer or fall (this process will be reviewed later)

Use the following formats for your Proposed Course Lists:

Cambridge Proposed Course List

Total CIT Units for term abroad:

Course by Correspondence/Units:

1. Class/Module title

Tripas

Subject (if in Natural Sciences)

Part

Term (Michelmas or Lent)

Number of lectures

Lecture times, if available

Caltech units

Caltech evaluator

Type of Caltech credit (option, general, etc.)

State CIT equivalent course, if applicable

Course description (paste in paragraph)

DTU Proposed Course List

Total ECTS (30-37.5 ECTS)

Total CIT Units:

Course by Correspondence/Units:

1. Name and number of course

Faculty and Department

Level/Normal year taken

Semester

(DTU) Block

Teaching period

ECTS (DTU, 5 or 10)

Caltech units

Caltech evaluator

Type of Caltech credit (option, general, etc.)

State CIT equivalent course, if applicable

Course description (paste in paragraph)

Ecole Polytechnique Proposed Course List

Total ECTS

Total CIT Units:

Course by Correspondence/Units:

1. Name and number of course

Department

Number of ECTS

Caltech units

Caltech evaluator

Type of Caltech credit (option, general, etc.)

State CIT equivalent course, if applicable

Course description (paste in paragraph)

Edinburgh Proposed Course List

Total Edinburgh Credits (60-80 Edin. Credits):

Total CIT Units:

Course by Correspondence/Units:

1. Course Name and Number

College (Science and Engineering or Humanities and Social Science)

School

Level (SCQF 7, 8, 9, 10)

Semester/Period

Credits (10 or 20)

Caltech units

Caltech evaluator

Type of Caltech credit (option, general, etc.)

State CIT equivalent course, if applicable

Course description (paste in paragraph)

Melbourne Proposed Course List

You must list 10 courses for Melbourne, even though you will only take 4.

Total ECTS Credits (should be 50):

Total CIT Units:

Course by Correspondence/Units:

Name and number of each subject (class)

Subject number (e.g. ENGL3009)

Level

Faculty (department)

Number of ECTS

Caltech units

Caltech evaluator

Type of Caltech credit (option, general, etc.)

State CIT equivalent course, if applicable

Course description (paste in paragraph)

UCL Proposed Course List

Total ECTS/UCL Credits (30 ECTS / 2 UCL Units):

Total ECTS/UCL Credits in Admitting Dept. (50% of coursework):

Total CIT Units:

Course by Correspondence/Units:

1. Course Name and Number:

Level/Normal year taken:

Faculty:

Department:

Is this in your Admitting Department? If so, please write "Admitting Department"

Term:

UCL credits (.5):

Caltech units:

Type of Caltech credit (option, general, etc.):

State CIT equivalent course, if applicable:

Caltech evaluator:

Course description (paste in paragraph)

For more examples of course list please see the FASA Office library

If you are planning to take a Course by Correspondence while abroad, it should be listed last. Taking a "Course by Correspondence" means you are enrolled in a Caltech course in which you and an instructor communicate by email to complete the class

References: 2 references are required, the third is optional

First Reference: This reference must be from a member of the professorial faculty at Caltech or from a Caltech or postdoc instructor (not a TA) in the student's option or a closely related field who has taught the student, officially advised the student, or supervised the student's research.

In the case of transfer students or 3/2 students, this letter may also be from a faculty member at their previous university. Professorial faculty includes those with the title of assistant, associate, or full professor.

Second Reference: This letter may be from another professor or instructor from Caltech or any university who has taught the applicant in a class related to their STEM option, who supervised them in their STEM option, or from an advisor in their STEM option. This letter may be from a non-professorial Caltech faculty member, an instructor, faculty/professionals from other universities who have advised the student, taught the student or supervised the applicant's research or work in a field related to their STEM option.

-Also acceptable is a letter from a postdoc who has supervised the student's research or a graduate student who has been a TA or who has helped supervise research that relates to the applicant's STEM option.

-Letters from undergraduate TA's, from employers, or from any HSS faculty will not be accepted as a required letter. If an applicant has a second option under HSS, the required letters must be from someone who has observed the applicant in a STEM capacity.

Optional Third Reference: Students may submit a third letter ONLY if the third letter can tell the committee about some aspect of your experience that the first two letter writers have no knowledge of, especially academic. This is not required and students with three letters are not viewed more favorably than those with two letters.

A third letter should only be submitted if you feel your two required letters are from people who do not know you as well as the author of the third letter. Letters from your R.A., a Caltech administrator, dean, an employer, or instructor in the humanities or social sciences are acceptable for the third letter. Please do not submit letters from high school teachers or counselors, peers, or family friends.

Please request letter writers to comment on your academic qualifications and record, research, experience, character and maturity for study abroad/away, and how a term away/abroad might add to your personal growth and academic experience. The focus of the references is academic, but your reference writers should comment on your motivation and personal preparation for study abroad. To obtain the strongest references, it is best to provide them with information about your academic and personal motivation for studying abroad (or away) with a copy of your transcript and resume.

Please tell your references that pending acceptance into the Caltech Study Abroad/Away Program, these letters will be sent to the partnered host universities; the letters should be typed and physically signed and on appropriate letterhead.

If the student is a senior during their term abroad/away and intends to complete an undergraduate thesis, the faculty member responsible for supervising the thesis work should sign a statement or send the student an email agreeing to the fact that the thesis requirement may be satisfied by increased work during the other two terms, or by some other method. Submit this letter or email with your application. It is possible to work on non-experimental aspects of your thesis while away or abroad.

All applicants selected by Caltech to study abroad or away must also be accepted by the host university/ Cambridge college — this process happens *after* the Caltech selection process is completed around the end of March.

More information on each program can be found in the specific university handouts. Please review these handouts before filling out the application. <https://fasa.caltech.edu/studyabroad>