

Proposed Course List Requirements

For each program and in order of preference, list each of the courses you wish to take according to the directions below. Failure to do so will result in the application being returned for edits. You should consult the handout on each program to ensure that you fully understand the program requirements.

You must use the current year's course list at the study abroad university, as the next year's class list is not available until the summer months, with the exception of Melbourne. Students may make changes in their proposed class list after selection through a petition process.

Note that courses do not need to be equivalent to Caltech courses and can earn elective option credit, equivalent credit, HSS, or general credit. While students can take equivalent classes, one of the advantages of studying abroad is being able to take courses not offered at Caltech!

*To find out if a course is equivalent, you should talk to a professor at Caltech and discuss the proposed course. Provide a course description in order to compare topics taught. You do not need to get faculty approval to list the instructor as an evaluator on your proposed course list. We also have an **Equivalent Course Guide** available in our office, but students should be aware that courses sometimes change. It is not appropriate in most situations to list the same faculty member as the evaluator for all courses. Note that the Executive Officer for **Humanities** should be listed as the evaluator for all humanities courses. The Executive Officer for **Social Sciences** (currently Prof. Colin Camerer) should be listed as the evaluator for all social science courses.*

*However, after you are selected for a program, you will then need to ask each evaluator to complete the official Course Evaluation Agreement Form. **If you do have concerns about course equivalency when preparing the course list for your proposal, it is advisable to consult with the relevant Caltech professor or instructor.***

*All units are granted by the evaluating professor at Caltech, and it is up to the instructor as to how many units and what type of credit to grant. The following are the suggested amounts. Students must take a minimum of 36 CIT units abroad, not counting units from a course by correspondence. **All courses must be taken for option, Institute, or general credit.***

All programs require students to take 18 units of their courses that must be some type of option requirement or elective credit. Minimum of 4 classes and 36 CIT units total must be completed abroad for every program.

*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.*

Provide a complete description of the course content by pasting in the course description from the host university's web site. Please adjust the spacing to single. Be sure the description reflects what is taught in the term/semester in which you wish to take the course. You may need to consult with the instructor in cases where the description provides an overview of a course that has several parts, e.g., similar to CIT part, a, b, c to determine what is taught in the term/semester in which you wish to take the course.

Your Course list should be a Word document – no charts or PDFs are allowed. Please copy the format below for each program. You do not need to state the question before the answer. Please number each class. There are examples of what these should like look in our office.

Notes on uniting systems:

Cambridge - Cambridge does not have units or credits of any kind, so you must note the number of *lectures*. Please consult the Cambridge Scholars Handout for each tripos' rules on lectures and credit. Students should take enough lectures to equal at least 36 CIT units.

Copenhagen - Students should take a total of 30 ECTS. All classes are equal to 9 CIT units unless equivalent to a Caltech class that is 10-12 units. No credit is given for the optional summer language class which is just taken for enrichment. Courses must total at least 36 CIT units. You must include Danish Language if at KU or DTU. Students at DTU will take 20-30 units plus Danish Language. If at KU, you may list a Danish Culture class.

Ecole Polytechnique – Courses are worth 9 CIT units each. The French Language course and any HSS course are usually too minimal to receive CIT credit. Courses must total at least 36 CIT units. 4 classes must be in your discipline or concentration area, plus French Language. The 3rd year of the *Ingénieur Polytechnicien* Program enables students to choose a **Scientific Concentration**.

Advanced scientific studies, with a focus on related applications, are available in the following Concentration Tracks:

- > Biology
- > Bioinformatics
- > Chemistry
- > Economics
- > Electrical Engineering
- > 21st Century Energies
- > Computer Science
- > Technological Innovation
- > Pure Mathematics
- > Applied Mathematics
- > Mechanics
- > Physics
- > Science de la cognition and complex systems
- > Science for Environmental Challenges

Edinburgh - Students must take a minimum of 60 units and 4 classes. Students can take up to 80 Edinburgh credits. Most people take 70 credits in order to achieve the Caltech requirement that they take a minimum of 4 and max of 5 classes. All classes are equal to 9 CIT units unless equivalent to a Caltech class that is 10-12 units. Students are only allowed to take 20 credits in the College of Humanities and Social Sciences. Courses must total at least 36 CIT units.

Melbourne – Students must take exactly 50 credit points, which equals 4 classes at 12.5 points each. Each class is worth 9-12 CIT units. However, you must list 10 classes (subjects) per Melbourne's requirement. List classes in order of your preference, not based on whether the classes are in your option.

UCL – Students must take exactly 2 UCL credits at UCL, with 50% taken within the Admitting Department. The old uniting system was expressed as .5 UCL credits or .25 UCL credits, and is still frequently used. The new system uses the European Credit Transfer System (ECTS), which is standard for all of Europe. .5 UCL/7.5 ECTS = 9 CIT units. When stating credits, please use the old UCL Credits system. Be certain not to list full year courses.

Use the following formats* for your Proposed Course Lists:

***Make sure to list classes consecutively, do not group your list of classes in columns. The following are only examples of information to include on the course lists per program. This format is used to save space.**

Cambridge Proposed Course List

At the beginning of Cambridge Course List, please include:

Total CIT Units for term abroad:

Course by Correspondence/Units:

For each course, please list the following in this order.

1. Class/Module title

Tripes

Subject (if in Natural Sciences)

Part

Term (Michémas 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)

KU Proposed Course List

At the beginning of KU Course List, please include:

Total ECTS (30-37.5 ECTS)

Total CIT Units:

Course by Correspondence/Units:

For each course, please list the following in this order.

1. Course Name and Number

Faculty and Department

Level/Normal year taken

Semester

(KU) Block(s) and Schema Group

Teaching period

ECTS (KU, 7.5 or 15)

Caltech units

Caltech evaluator

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

State CIT equivalent course, if applicable

Course description (paste in)

DTU Proposed Course List

At the beginning of DTU Course List, please include:

Total ECTS (30-37.5 ECTS)

Total CIT Units:

Course by Correspondence/Units:

For each course, please list the following in this order.

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)

Ecole Polytechnique Proposed Course List

At the beginning of EPT Course List, please include:

Total ECTS

Total CIT Units:

Course by Correspondence/Units:

For each course, please list the following in this order.

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)

Edinburgh Proposed Course List

At the beginning of Edinburgh Course List, please include:

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

Total CIT Units:

Course by Correspondence/Units:

For each course, please list the following in this order

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)

Melbourne Proposed Course List

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

At the beginning of Melbourne Course List, please include:

Total ECTS Credits (should be 50):

Total CIT Units:

Course by Correspondence/Units:

For each course, please list the following in this order

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

UCL Proposed Course List

At the beginning of UCL Course List, please include:

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:

For each course, please list the following in this order.

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)