Caltech

COMMON APPLICATION INSTRUCTIONS

Fall 2010

Instructions

Office of Undergraduate Admissions
Mail Code 1-94, Pasadena, CA 91125
626.395.6341

To apply for admission to Caltech, please submit the Common Application and the Caltech Common Application Supplement, along with the application fee of $65 or a fee waiver request and supporting documentation. Their due dates are November 2, 2009 for Early Action or January 4, 2010 for Regular Decision. We strongly encourage candidates to apply online by going to app.commonapp.org. The online versions of the Common Application and the Caltech Application Supplement are easy to use, they ensure quick and accurate transfer of your personal information to our database, and online applicants have the option of paying by credit card. Candidates are required to submit the Common Application and the Caltech Common Application Supplement together. Applications will not be considered complete until both forms are submitted together and via the same submission method. All application materials are imaged and evaluated online. Submissions that are bound or sent in folders may delay the application process.

Applying Early Action or Regular Decision?

Students should consider applying Early Action if they can demonstrate strong academic preparation and achievement without the benefit of senior-year first semester grades, and have taken all required SAT and ACT tests by the October test date.

Applicants will be notified by mid-December whether they have been admitted, denied, or held for review during the Regular Decision admission process. Medical Scholars candidates must apply Early Action. There is no strategic advantage to applying Early Action; it is non-binding in that the candidates who are admitted early need not respond to the offer of admission until May 1.

Fee Waiver Instructions

To request a fee waiver please submit one of the following:

☐ NACAC fee waiver form –or–
☐ SAT fee waiver form –or–
☐ Letter from your high school counselor indicating paying the application fee presents a hardship for your family.

Test requirements

☐ SAT or ACT (with or without writing)
☐ SAT Subject Tests
- Mathematics Level 2
- one of the following: Biology (Ecological), Biology (Molecular), Chemistry or Physics.

Early Action candidates should have all testing completed by October; Regular Decision candidates should have testing completed by December. Caltech strongly recommends that students submit all SAT and SAT subject scores.

Official test scores must be sent to our office directly from the testing agency. Be sure to include Caltech's CEEB code (4034) and/or ACT Assessment Code (0182) on all test registrations.

Caltech Common Application Supplement

The Caltech Common Application Supplement is available online at **app.commonapp.org**. Some of the questions we ask on the supplement are similar to the questions asked on the Common Application; please repeat the answers to similar questions again on our Application Supplement.

If you feel you do not have enough space to answer any of the questions asked (with the exception of the short answer responses), please feel free to use the Supplement Additional Information section (if applying online) or add additional sheets to your Supplement (if applying by mail). Please follow our format for additional information and do not refer us to an attached resume. If you submit the Supplement online, we strongly suggest that you use the "print preview" option to look at your materials before submitting them.

Caltech requires Teacher Evaluation forms from one math or science teacher and one humanities or social science teacher.

As you complete the written submissions (essays and short answers), write carefully and thoughtfully, but keep in mind that the essays are only one part of a larger evaluation process.

Supplemental Materials

Research Papers: If you have research experience in math, science or engineering, you are welcome to submit a copy of any research paper or report you have written. Papers must be submitted as a PDF file and emailed to: **papers@admissions.caltech.edu**. Please clearly mark your full name and birth date on your submission. To assure consideration, papers should be submitted no later than the application deadline. Papers that do not have your name and birthdate clearly indicated on the first page of the paper submission may not be considered.

Other Materials: If you would like to submit additional materials (CDs, music, written submissions, or art samples) you may mail them to our office postmarked by our admission deadline. Please note that we may not always use supplemental materials in our evaluation process but sometimes find them helpful. All supplementary materials should be clearly labeled with your full name and date of birth. Supplemental materials cannot be returned. While Caltech requires one math or science teacher recommendation and one humanities or social science teacher recommendation letter, you are also encouraged to submit a letter of evaluation from any mentors or supervisors you have worked with during your research experience.

International Student Admission

International students should submit the Common Application's International Students Form. If your native language is not English, and you have not studied for at least two years in an English-speaking country, we encourage (but do not require) you to take the Test of English as a Foreign Language (TOEFL). Regardless of whether you apply for financial aid, you must complete the International Financial Aid Statement of Intent. This form can be downloaded from our website. An I-20 form (Certificate of Eligibility for Non-Immigrant Student Status) will be issued only if you are admitted to Caltech, you decide to matriculate, and the designation of financial responsibility is made.

For more detailed information on International Admissions, please visit: **admissions.caltech.edu/applying/international**

United States Permanent Residents

All United States Permanent Residents must submit a copy of their Permanent Resident Card (I-151, I-551 or I-551C) to the Admissions Office.

Caltech-UC San Diego Medical Scholars Program

Any US Citizen or US Permanent Resident who is eligible for freshman admission consideration can apply to the Caltech-UC San Diego Medical Scholars Program. Interested students should follow Caltech freshman application procedures but must apply to Caltech by the November 2nd Early Action deadline. Students must indicate their interest in being considered for the Medical Scholars Program by marking the appropriate box on page 1 of the Caltech Common Application Supplement.

Early Action applicants requesting consideration for the Medical Scholars Program will be notified of their Caltech admission decision in mid December. Students who request consideration for the Medical Scholars Program and who are admitted Early Action to Caltech will be asked to submit an additional essay describing their interest in medicine and an additional recommendation letter speaking to the their potential for a career in medicine. Information about these additional requirements will be included with Caltech's offer of admission. Additional recommendation letters, essays, and materials must be sent to our office postmarked by January 12. Students will be notified if they have been selected for an interview by February 15th. Selected students will attend an interview day (several will be offered) at UC San Diego at their own expense. Further instructions will be provided at the time a student is invited for an interview. All interviews will need to be completed by the end of the third week of March. Decisions for interviewed students will be mailed by April 1st. For more information on the Medical Scholars Program, please visit: **admissions.caltech.edu/learning/premed**.

Financial Aid Information

(for additional information, visit finaid.caltech.edu.)

U.S. Citizens and Permanent Residents

Early Action Candidates
To apply for Caltech need-based aid, please complete the CSS PROFILE online at **https://profileonline.collegeboard.com** by November 15, 2009. Use Caltech's CSS code: 4034.

Conditional financial aid awards will be mailed by January 20, 2010.

Students who are offered admission or who are deferred for Regular Decision consideration must complete the FAFSA (Free Application for Federal Student Aid) online at http://www. fafsa.ed.gov. The form will be available on January 1, 2010 and must be submitted by February 1, 2010. Fill out the form using Caltech's federal code: 001131.

After your CSS PROFILE application is processed, you will be sent an IDOC (Institutional Documentation Service) Cover Sheet by the College Board in early February 2010. You will use the IDOC Cover Sheet to submit your 2009 federal income tax return, all schedules and W-2 forms. If you or your parents own corporations, partnerships or trusts, please include copies of those tax returns (Forms 1041, 1065, 1120, 1120S, K-1). All copies need to be sent directly to the College Board along with your IDOC Cover Sheet by March 2, 2010.

Important Note Regarding the IDOC Process: If you are applying to another school that is also using IDOC, and that school's deadline is earlier than March 2, then the College Board will require your application materials by the earlier deadline.

Official financial aid awards will be mailed by April 10, 2010.

Regular Decision Candidates
To apply for Caltech need-based aid, please complete the CSS PROFILE online at **https://profileonline.collegeboard.com** by January 15, 2010. Use Caltech's CSS code: 4034.

Complete the FAFSA (Free Application for Federal Student Aid) online at **http://www.fafsa.ed.gov**. The form will be available on January 1, 2010 and must be submitted by February 1, 2010. Fill out the form using Caltech's federal code: 001131.

After your CSS PROFILE application is processed, you will be sent an IDOC (Institutional Documentation Service) Cover Sheet by the College Board in early February 2009. You will use the IDOC Cover Sheet to submit your 2009 federal income tax return, all schedules and W-2 forms. If you or your parents own corporations, partnerships or trusts, please include copies of those tax returns (Forms 1041, 1065, 1120, 1120S, K-1). All copies need to be sent directly to the College Board along with your IDOC Cover Sheet by March 2, 2009.

Important Note Regarding the IDOC Process: If you are applying to another school that is also using IDOC, and that school's deadline is earlier than March 2, then the College Board will require your application materials by the earlier deadline.

Official financial aid awards will be mailed by late March.

Submit all financial aid forms according to the schedule below.

Type of Application	*Submit CSS PROFILE by*	*Submit FAFSA by*	*Complete IDOC*
Early Action	11/15/09	2/1/10	3/2/10
Regular Action	1/15/10	2/1/10	3/2/10

International applicants: submit the International Student Financial Aid Application and the International Student Supplemental Form to Caltech by January 15, 2009.
Both forms are available at admissions.caltech.edu/applying/forms.

International Students

Follow the directions below if you are not a citizen or permanent resident of the United States. International students needing financial assistance must apply Regular Decision.

Complete the 2010-2011 College Board International Student Financial Aid Application, available at http://admissions.caltech.edu/applying/forms, and mail it directly to: Admissions Office, MC 1-94, California Institute of Technology, Pasadena, CA 91125 by January 15, 2010.

Complete the 2010-2011 Caltech International Financial Aid Statement of Intent available at http://admissions.caltech.edu/applying/forms, and mail it directly to: Admissions Office, MC 1-94, California Institute of Technology, Pasadena, CA 91125 by January 15, 2010.

Please do not submit bank records or a Certification of Finances at this time.

International students (with the exception of citizens of Mexico and Canada) who do not apply for aid by the deadline, or who are denied aid, are not eligible for aid for the rest of their time as Caltech undergraduates. Financial aid awards for international students will be mailed with their Regular Decision offers of admission.

Questions?

If you have additional questions, we would be happy to assist you. Please feel free to contact the Office of Undergraduate Admissions:

PHONE (626) 395-6341
FAX (626) 683-3026
EMAIL ugadmissions@caltech.edu

Contact a counselor:
admissions.caltech.edu/contact

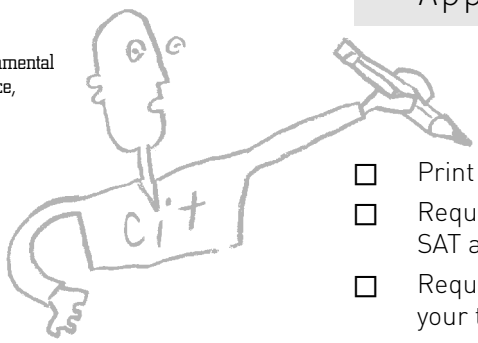
Options at Caltech

Please review the list of options below (for use in answering the Program of Study question on the Caltech Common Application Supplement).

- Applied and Computational Mathematics
- Applied Physics
- Astrophysics
- Biology
- Business Economics and Management
- Bioengineering
- Chemical Engineering*
- Chemistry
  Biochemistry, Chemical Physics, Inorganic Chemistry, Organic Chemistry
- Computer Science
- Control and Dynamical Systems (minor only)
- Economics
- Electrical Engineering
  Communications and Signal Processing, Control, Electronic Circuits, Microwave and Radio Engineering, Optoelectronics, Solid-State Electronics
- Engineering and Applied Science
  Computation and Neural Systems, Environmental Science and Engineering, Materials Science, Structural Mechanics
- English
- Geobiology
- Geochemistry
- Geology
- Geophysics
- History
- History and Philosophy of Science
- Independent Studies Program †
- Mathematics
- Mechanical Engineering
- Philosophy
- Physics
- Planetary Science
- Political Science

* *Chemical Engineering majors select 1 of 4 tracks: biomolecular, environmental, process systems, or materials.*

† *Allows students to design, with faculty advice, a customized course of study to investigate topics not covered by any of the traditional options.*



Mailing Address

(for teacher recommendation forms and supplemental materials):

California Institute of Technology
Office of Undergraduate Admissions
Mail code 1-94
Pasadena, California 91125

A complete application includes:

- ☐ Common Application
- ☐ Caltech Common Application Supplement
- ☐ SAT or ACT scores
- ☐ SAT subject tests: Mathematics Level 2 and one science subject test
- ☐ Official Secondary School Transcript
- ☐ College Transcripts (if applicable)
- ☐ Secondary School Report form
- ☐ Two teacher evaluation forms (one math or science evaluation and one humanities or social science evaluation)
- ☐ $65 application fee or fee waiver request

Application Checklist

- ☐ Print and save all completed forms for your files
- ☐ Request that Educational Testing Service report your SAT and SAT subject test results to Caltech
- ☐ Request that the ACT Assessment Program report your test results to Caltech if you are using the ACT
- ☐ Request that both teacher evaluations be mailed (one math or science evaluation and one humanities or social science recommendation)
- ☐ Request that the Common Application School Report and Official Secondary School Transcript be mailed by your school
- ☐ Copy of Green Card (U.S. Permanent Residents only)

admissions.caltech.edu

Caltech is committed to equal opportunity for all persons without regard to sex, race, creed, color, religion, national origin, ancestry, age, marital status, pregnancy, gender identity, sexual orientation, status as disabled veteran, a veteran of the Vietnam era or other eligible veteran, and for otherwise qualified individuals with a disability. It is the policy of Caltech to provide a work and academic environment free of discrimination. Consistent with this policy, illegal harassment will not be tolerated at Caltech. Caltech will take all reasonable steps to eliminate it in its work and academic environment.