

SFP Exchange Programs

Guidelines and Application Procedures

Application Deadline: Monday, February 2, 2009, 5:00 P.M.

The SFP Exchange programs offer students the opportunity to carry out individual science and engineering research projects with faculty mentors at another university or research institution. The programs are aimed at enhancing and broadening students' undergraduate experiences by providing opportunities for students to conduct undergraduate research in a different academic environment and to help students prepare for careers that will most certainly involve international cooperation and collaboration. The following programs are available:

Caltech-NUS Exchange: Exchange program with the National University of Singapore (NUS). Up to three students from each university will participate in this exchange.

Caltech-HKU Exchange: Students may conduct research at one of seven participating colleges in Hong Kong: Chinese University of Hong Kong; City University of Hong Kong; Hong Kong Polytechnic University; Hong Kong University of Science and Technology; University of Hong Kong; Hong Kong Baptist University; and Lingnan University. Up to two students from each side may participate.

Caltech-IIT Kanpur Exchange: Exchange program with the Indian Institute of Technology, Kanpur. Up to three students from each university may participate.

Caltech-University of Iceland Exchange: Up to three students from each university may participate.

Note that English is spoken in the laboratory of all mentors participating in these programs.

Program Requirements: All selected students will be required to:

- Write a Project Plan (see guidelines at <http://www.murf.caltech.edu/fellows/guidelines.html>) after collaboration with the mentor. The project plan is due May 15, 2009.
- Submit progress reports approved by the mentor.
- Submit an abstract of the project approved by the mentor.
- Submit a technical paper approved by the mentor at the conclusion of the project.
- Give an oral presentation at SFP Seminar Day on October 17, 2009, and present their projects at the hosting institution, if required.

Complete application must include:

- SFP Exchange Programs Application, completed and signed**
- Personal Statement**
- Two Recommendations, with at least one from a Caltech faculty member**
- Transcript (unofficial is satisfactory)**

Application Timeline:

February 2	Application Deadline
February 9-13	Student Interviews
February 17	Selection of Students

Eligibility: To be eligible, students must be a continuing undergraduate and have a cumulative GPA of at least 2.5/4.0. Students must complete the spring term at Caltech (or another school under a program approved by a Dean). Students must be eligible for fall term registration and must not be under disciplinary sanction.

Student-Faculty Programs Office

Candace Rypisi, Director

Room 08 Parsons-Gates

Mail Code 08-31

Phone: (626) 395-2885

Fax: (626) 568-9102

Email: sfp@caltech.edu

URL: www.sfp.caltech.edu

SFP Exchange Programs

Summary of courses in major:

Work Experience (include research experience):

Skills or experience which would be helpful in a research project in the field you describe in your personal statement (i.e., programming, photography, building equipment or models, etc.):

Extracurricular activities, awards and honors, hobbies, interests, etc. (You may include awards and honors received while you were attending high school):

Other pertinent information you would like the committee to consider:

Please list the names and e-mail addresses of two people from whom you will request references. **At least one of the references must be a faculty member.** *If you have SURFed before, your previous mentor should send one of your recommendations.* Send a Recommendation Form to these people with the request that they return letters of recommendation to the Student-Faculty Programs Office by Monday, February 2, 2009.

_____ Date of Request _____

_____ Date of Request _____

All of the information I have provided on this form is true and complete to the best of my knowledge.

Signature

Date

SFP Exchange Programs

Personal Statement

Deadline for Applications: Monday, February 2, 2009, 5:00 P.M.

Name of Applicant: _____

Last Name

First Name

Middle Initial

In what ways would participation in the program(s) to which you are applying benefit you and help you reach your goals? What would be the value to you personally of living and working in a different culture?

In what areas of research are you interested? Be specific. We encourage you to look at the schools' science and engineering web sites to learn what research is carried out at those institutions and to address in your statement how your research interests might match those of the faculty at the universities you are interested in.

For the Hong Kong opportunity, the following schools participate in the exchange: Chinese University of Hong Kong; City University of Hong Kong; Hong Kong Polytechnic University; Hong Kong University of Science and Technology; University of Hong Kong; Hong Kong Baptist University; and Lingnan University

See guidelines for writing the personal statement at <http://www.murf.caltech.edu/fellows/guidelines.html>.

SFP Exchange Programs

Recommendation Form

Name of Applicant: _____

Reference Submitted by: _____

We would appreciate your opinion concerning the applicant named above who is applying to participate in one of the SFP Exchange programs sponsored by the Student-Faculty Programs Office. *All recommendations are confidential; however, your comments will be available to the exchange program administrators.* Recommenders may address the following questions in a separate letter.

How long have you known the applicant and in what capacity?

What are your personal impressions of the applicant's (1) scholarship; (2) personality; (3) drive and enthusiasm, (4) curiosity and creativity.

In your opinion, would the student take advantage of the cultural and social opportunities of living and working at an international institution?

Please return to Student-Faculty Programs by February 2, 2009:

Student-Faculty Programs Office
California Institute of Technology
Mail Code 08-31
Pasadena, CA 91125

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