



# **NEW STUDENT INFORMATION GUIDE**

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**2005–2006**

Dear New Student,

I would like to take the opportunity to once again welcome you to Caltech and provide you with some information that I hope you will find helpful in making the transition process smooth and enjoyable.

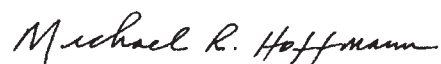
Upon your arrival at Caltech, you should first check in with the Option Secretary in your primary option. Most department offices are open from 8:00 AM - 5:00 PM, Monday - Friday. Your secretary will provide you with keys, a mailbox, lab space, a schedule of departmental meetings, etc. Your next stop should be the Graduate Office (Room 230 - Center for Student Services). U.S. citizens should also bring to the Graduate Office the identification necessary for completing an I-9 (social security/driver's license/passport, etc.) Also, if you have any questions that are not answered in the welcome booklet, please do not hesitate to inquire at the Graduate Office, as our helpful staff is here to make your check-in as smooth as possible.

Pre-orientation for international students begins on September 12, 2005, and a detailed schedule will be provided to you from the International Student Programs Office. On Saturday, September 17, 2005, there is a tour of Los Angeles and the Santa Monica Pier for any new students who are interested. Transportation will be provided, but space is limited. The official orientation week for all new graduate students then begins on Sunday, September 18, 2005, with the Dean's Welcome and Check-In. The Convocation will also take place on Sunday afternoon, September 18, from 4:30 to 5:30 PM in the Beckman Auditorium. We hope that you and you and your family will be able to join us for this celebration. A detailed schedule of all of the week's orientation activities can be found on the Graduate Office Website at [www.gradoffice.caltech.edu/orientation](http://www.gradoffice.caltech.edu/orientation). The information will be updated periodically throughout the summer, so be sure to check back often for the latest schedule.

In addition to a host of administrative offices that are here to make your time productive and enjoyable, there are several student groups and programs at Caltech that can provide you with opportunities to get involved in various aspects of Caltech life. These include the Graduate Student Council, the Graduate Review Board, WEST (Women in Engineering, Science, and Technology), Theater Arts, the Glee Club, the Caltech Y, and several national, cultural, political and sports clubs. For more information on these and other organizations at Caltech, please consult the *Technique* at [technique.caltech.edu](http://technique.caltech.edu), or the main Graduate Office Website at [www.gradoffice.caltech.edu](http://www.gradoffice.caltech.edu).

If you have any questions regarding orientation activities, please contact the Graduate Office by telephone or by e-mail ([GradOrientation@caltech.edu](mailto:GradOrientation@caltech.edu)). I look forward to meeting you in person soon.

Sincerely,



Michael R. Hoffmann  
Dean of Graduate Studies



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## THE GRADUATE STUDENT COUNCIL (GSC)

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Dear new graduate student:

Congratulations on choosing Caltech! On behalf of the Graduate Student Council (GSC), we would like to welcome you to Caltech. We are excited that you will join us this fall. Once you arrive on campus, you will find that Caltech is a small, yet beautiful, place. The community is culturally rich-about half of the student population is international. You will have a unique opportunity to spend time with a very diverse group of people while studying at one of the world's premier research institutes. Your time here can be an enriching and fulfilling experience, both personally and academically.

The GSC is the official representative of all graduate students at Caltech, and you will automatically become a member of the GSC once you are enrolled. We are a liaison between graduate students and the Caltech administration. We also organize many activities and events throughout the year, providing a relaxed atmosphere for graduate students to meet and converse. If you are interested in student government or simply in making Caltech a better place, we are always looking for new people to join our Board of Directors or to participate in one of our standing committees. For more information, go to our web page (<http://gsc.caltech.edu>) or send us e-mail ([gscbod@its.caltech.edu](mailto:gscbod@its.caltech.edu)).

In order to get you acquainted with the new environment and people, we, together with the Office of Graduate Studies, have organized a New Student Orientation (NSO) week before the beginning of the fall term. The week is filled with fun social events and useful informational sessions that will help familiarize you with Caltech and the Los Angeles area. Orientation sessions will be offered on various aspects of academic life such as Caltech's Honor Code, choosing an advisor, and being a teaching assistant. NSO provides you with an invaluable opportunity to meet other graduate students, make new friends, and get to know your way around. We hope you will take full advantage of the week's schedule of activities. You can find the latest NSO schedule, which will be constantly updated as plans are finalized, at <http://www.gradoffice.caltech.edu/orientation/>.

In conclusion, on behalf of the members of the GSC Board of Directors and all of the Caltech graduate students, we look forward to your arrival at Caltech. We hope we will have an opportunity to welcome you in person during orientation. Meanwhile, enjoy your summer—we will see you soon.

Best wishes,

Scott Miserendino  
Chair

Arthur Fitzmaurice  
Vice-Chair

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## IMPORTANT DATES AND DEADLINES

### DUE ON AUGUST 1

- Health Forms—If you have not already submitted the forms mailed to you earlier, please tear out the forms on pages 40-47 and mail using the enclosed envelope.

### DUE ON AUGUST 19

- Orientation Field Trip signup  
<http://www.studentlife.caltech.edu/newstudent>
- Username preference for email account  
<http://www.its.caltech.edu/acct/newstudent.html>

### SEPTEMBER 12

- Early arrival for students attending Pre-Orientation week

### SEPTEMBER 18

- Dean's Welcome and Check-In for all New Students

## HIGHLIGHTS OF NEW STUDENT ORIENTATION SCHEDULE

MONDAY, SEPTEMBER 12 - FRIDAY, SEPTEMBER 16

International Student Pre-orientation

SUNDAY, SEPTEMBER 18

**1:00 p.m. - 2:00 p.m.**

Dean's Welcome

Ramo Auditorium

**2:00 p.m. - 4:30 p.m.**

Check-In

Ramo Patio

Ice Cream Social and Activities

**4:30 - 5:30 p.m.**

Convocation

Beckman Auditorium

MONDAY, SEPTEMBER 19

**All Day**

Division Orientation (may vary by option)

Placement testing (does not apply to all options)

TUESDAY, SEPTEMBER 20

**10:00 a.m. - 5:00 p.m.**

Introduction to Caltech Graduate Life  
and Campus Resources

Ramo Auditorium

**6:00 p.m. - 8:00 p.m.**

Picnic at the President's

415 South Hill Avenue

WEDNESDAY, SEPTEMBER 21

**11:00 a.m. - noon**

Panel discussion

Beckman Institute Auditorium

**12 noon - 1:30 p.m.**

Lunch and Open House

Center for Student Services

**5:30 p.m. - 7:30 p.m.**

Luau

The Olive Walk

THURSDAY, SEPTEMBER 22

**9:30 a.m. - 3:30 p.m.**

Teaching Assistant Preparation Program

Location TBD

**5:00 p.m.**

Ath al fresco

Athenaeum Rathskellar

SATURDAY, SEPTEMBER 24

**12 noon**

Carnival and Club Fair

Beckman Mall

**Sunset (~7:30 p.m.)**

Firework Show and Movie

Beckman Mall

*There are fun activities being planned, so be sure to check the website (<http://www.gradoffice.caltech.edu/orientation/default.htm>) for the latest updates. Students will receive a **final** schedule when they check in on Sunday, September 18.*

## ACADEMIC CALENDAR 2005-2006

### FIRST TERM 2005

September 12-16	Pre-Orientation for International Students
<b>September 18</b>	<b>New Student Check-In</b>
<b>September 18-24</b>	<b>New Student Orientation</b>
September 26	Beginning of instruction - 8:00 a.m.
<b>October 14</b>	<b>Last day for adding courses and removing conditions and incompletes</b>
October 26- November 1	Midterm examination period
November 7	Midterm deficiency notices due - 9:00 a.m.
<b>November 16</b>	<b>Last day for dropping courses, exercising pass/fail option, and changing sections</b>
November 17-28	Registration for Second Term 2005-06
November 24-25	Thanksgiving (Institute holiday)
<b>November 24-27</b>	<b>Thanksgiving recess</b>
December 2	Last day of classes
	Last day to register for second term, 2005-06, without a \$50 late fee
December 3-6	Study period
December 7*-9	Final examinations, first term, 2005-2006
<b>December 10</b>	<b>End of first term, 2005-2006</b>
<b>December 11- January 3</b>	<b>Winter recess</b>
December 14	Instructors' final grade reports due - 9:00 a.m.
December 23-26	Christmas holiday (Institute holiday)
December 30- January 3	New Year's holidays (Institute holiday)

\*First due date for final examinations

### SECOND TERM 2006

January 4	Beginning of instruction - 8:00 a.m.
January 16	Martin Luther King Day (Institute holiday)
<b>January 20</b>	<b>Last day for adding courses and removing conditions and incompletes</b>
February 1-7	Midterm examination period
February 13	Midterm deficiency notices due - 9:00 a.m.
February 20	Presidents' Day (Institute holiday)
<b>February 22</b>	<b>Last day for dropping courses, exercising pass/fail option, and changing sections</b>
February 23 - March 10	Registration for third term, 2005-06
March 10	Last day of classes
	Last day to register for third term, 2005-06, without a \$50 late fee
March 11-14	Study period
March 15*-17	Final examinations, second term, 2005-2006
<b>March 18</b>	<b>End of second term, 2005-2006</b>
<b>March 19- 26</b>	<b>Spring recess</b>
March 22	Instructors' final grade reports due - 9:00 a.m.

\*First due date for final examinations

## THIRD TERM 2006

March 27	Beginning of instruction - 8:00 a.m.
<b>April 14</b>	<b>Last day for adding courses and removing conditions and incompletes</b>
April 26-May 2	Midterm examination period
May 8	Midterm deficiency notices due - 9:00 a.m.
	Last day for seniors to remove conditions and incompletes
<b>May 17</b>	<b>Last day for dropping courses, exercising pass/fail option, and changing sections</b>
May 18- June 2	Registration for first term, 2006-2007, and registration for summer research
May 26	Last day of classes - seniors and graduate students
May 27-30	Study period for seniors and graduate students
May 29	Memorial Day (Institute holiday)
May 31*- June 2	Final examinations for seniors and graduate students, third term, 2005-2006
June 2	Last day to register for first term, 2006-07, without a \$50 late fee
June 5	Instructors' final grade reports due for seniors and graduate students - 9:00 a.m.
June 7	Graduate Studies Committee - 12:00 noon Faculty meeting - 2:00 p.m.
June 7*-9	Final examinations for undergraduates, third term, 2005-2006
June 9	Commencement - 10:00 a.m.
<b>June 10</b>	<b>End of third term, 2005-2006</b>

\*First due date for final examinations

## REGISTRAR'S OFFICE

You can access the online course schedule for the days and times that the courses are offered for the Fall 2005-06 term. The URL for the Registrar's Office home page is <http://www.registrar.caltech.edu>. You can find the link for the Course Schedule (FA 2005-06) under the heading of Academic Information.

When you arrive on campus, you will enroll in your courses online since Caltech has recently implemented REGIS, our web enrollment system. REGIS enrollment will be on-going during orientation as you meet with your advisor and/or option representative. Your REGIS username and password will be in the packet you will receive when you check in. The Registrar's Office is located in the Center for Student Services, Room 125 (Building 87).

If you have any questions, please do not hesitate to contact us at (626) 395-6355.

## ARRIVAL AND CHECK-IN PROCEDURES

All incoming graduate students should plan to check in on Sunday, September 18. A detailed schedule of orientation activities can be found on the Orientation website at <http://www.gradoffice.caltech.edu/orientation/default.htm>. International students must check in for International Student Orientation on Monday, September 12. If you have any questions about the International Student Orientation call (626) 395-6330 or email [ois@its.caltech.edu](mailto:ois@its.caltech.edu). You may also visit the International Student Program website at <http://www.isp.caltech.edu>

### GETTING TO CALTECH

#### **From Los Angeles International Airport (LAX)**

By automobile, travel east on Century Blvd. to the San Diego Freeway (405). Go north on the 405 to the Santa Monica Freeway (10). Proceed east on the 10 to the Harbor/Pasadena Freeway (110). Go north on the 110 until it ends on Arroyo Parkway in Pasadena. Continue north on Arroyo Parkway to California Boulevard. Turn right onto California Boulevard and proceed to Caltech.

By public transportation, take the airport bus to the Pasadena Hilton, the Doubletree, or the Pasadena Holiday Inn. Then take a taxi from the hotel to the campus.

In addition, several van shuttles offer door-to-door service from the airport.

#### **From Bob Hope Airport (BUR) [Burbank, Glendale and Pasadena]**

Follow the signs leaving the airport to the Golden State Freeway (5). Proceed south on the 5 to the Ventura Freeway (134). Go east on the 134 to the Foothill Freeway (210). Continue east on the 210 to Hill Avenue. Travel south (right) on Hill Avenue until you reach campus.

#### **From Downtown Los Angeles**

Proceed north on the Harbor/Pasadena Freeway (110) until it ends on Arroyo Parkway in Pasadena. Continue north on Arroyo Parkway to California Blvd. Turn right onto California Boulevard and proceed to Caltech.

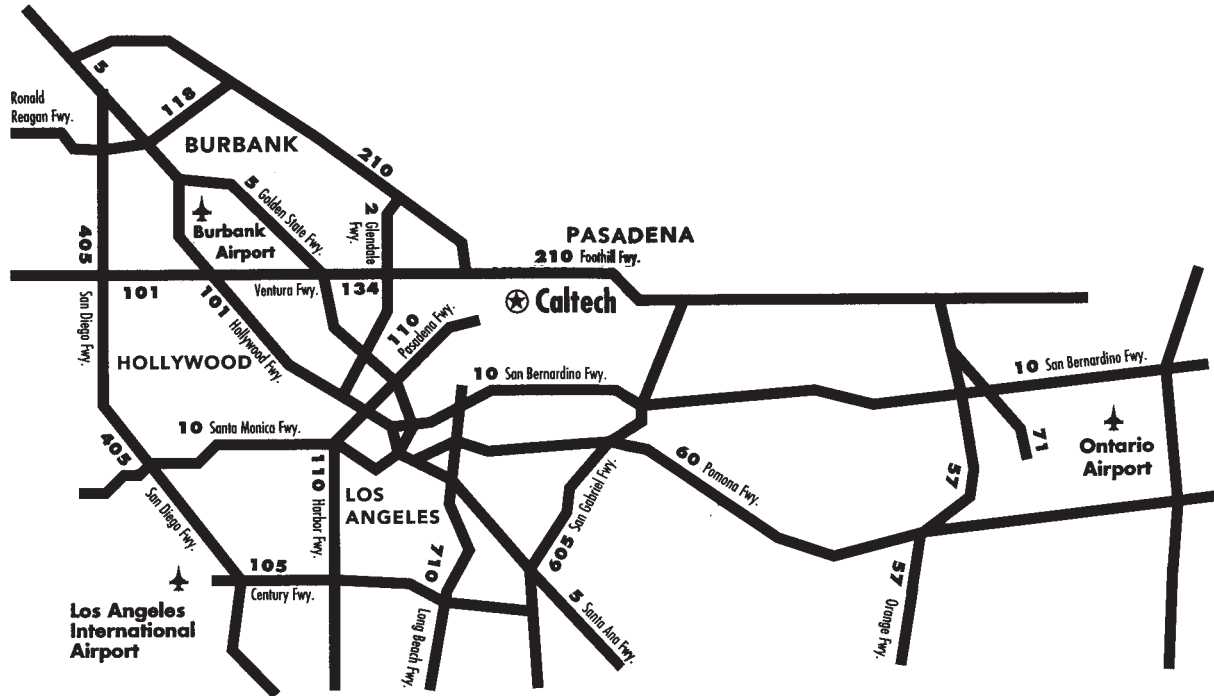
#### **From West Los Angeles**

Proceed east on the Santa Monica Freeway (10) to the Harbor/Pasadena Freeway (110). Go north on the 110 until it ends on Arroyo Parkway in Pasadena. Continue north on Arroyo Parkway to California Boulevard. Turn right onto California Boulevard and proceed to Caltech.

#### **From Orange County or the San Gabriel Valley**

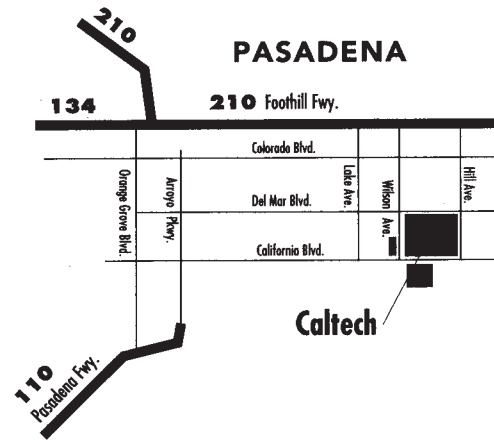
Travel north on the San Gabriel River Freeway (605) to the Foothill Freeway (201). Go west on the 210 to the Hill Avenue exit. Turn left onto Hill Avenue and follow it to campus.

## Getting to Pasadena



## Getting to the Campus

From	Distance	Time
LAX	35 miles	60 min
Bob Hope Airport (BUR)	20 miles	30 min
Ontario Airport	50 miles	60 min
Union Station (LA)	25 miles	35 min
Downtown LA	25 miles	35 min
West Los Angeles	35 miles	60 min



## AIRPORT TRANSPORTATION

Making advance arrangements with a shuttle service from the airport to Caltech is a smart thing to do, but not essential. To be safe, you should make your reservations at least one week in advance. The two closest airports to the Caltech campus are Los Angeles International Airport and Bob Hope Airport (the closest). The Super Shuttle - which operates a 24-hour a day shuttle service at both locations - can bring you from the airport to the Holliston parking structure (370 S. Holliston), next to the Center for Student Services. When making your reservations, please ask for the "Caltech Corporate Rate" to get the best price, and tell the Super Shuttle agent that you wish to be dropped off at the corner of Holliston and San Pasqual, also known as "Caltech Stop 1". This is a good drop off point on September 18 or anytime you are arriving after 5 p.m. The fare is currently \$16.00 each way for LAX and somewhat higher for Bob Hope Airport. This is subject to change. The toll free number for the Super Shuttle service is (800) 554-3146.

CAMPUS MAP



California  
Institute of  
Technology

- △ Emergency Operating Center
- ◆ First Aid
- ★ Shelter Site
- + Emergency Telephone
- Ⓢ Security Station

## CAMPUS MAP LEGEND

BUILDING/OFFICE NAME	NUMBER
Athenaeum (Faculty Club) . . . . .	61
Athletic Center . . . . .	1, 2
Avery House . . . . .	99
Braun Gym . . . . .	3
Bursar's Office . . . . .	87
Caltech Y . . . . .	56/62
Campus Card Services . . . . .	51
Career Development Center . . . . .	86
Chandler Dining Hall . . . . .	52
Counseling Center . . . . .	8
Dean of Graduate Studies . . . . .	87
Fellowship Advising and Study Abroad Office . . . . .	87
Financial Aid . . . . .	87
Graduate Office . . . . .	87
Health Center . . . . .	8
Housing Office . . . . .	86
International Student Programs Office . . . . .	86
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## COMMUNITY STANDARDS

### THE HONOR SYSTEM

The Honor System is the guiding principle of conduct for the Caltech community. This principle is simply stated: "**No one shall take unfair advantage of any other member of the Caltech community.**" The Honor System is very important at Caltech and is designed to protect you. You will receive the Honor Code Handbook during Orientation. Please take time to read it and become familiar with what is expected of you.

### A CODE OF ETHICS FOR CALTECH

Caltech must interact not only with members of the Caltech community, but also with a complex and rapidly changing world. The Institute is dedicated to research and education. In pursuit of these duties we are entrusted with funds, goods, and information by both the private and public sectors, especially the Federal Government, and we must interact with their representatives. Caltech is committed to the highest ethical standards. From its inception, the Institute recognized that ethical behavior must be viewed as a personal and institutional responsibility. This philosophy forms the basis for Caltech's Honor System, which governs every aspect of our interactions with members of the Caltech community. However, even in dealing with donors, companies, the government, and others having a relationship with Caltech, the Honor System should serve as a guiding principle in all Institute related activities. In addition to the Honor Code Booklet, you will also receive a booklet entitled "Doing Business the Caltech Way: An Ethics Handbook" during Orientation.

If you ever need assistance in resolving certain ethical dilemmas, there are several resources available on campus to assist you. These include Human Resources, the Ombuds Office, the Vice-Provost and Provost offices, and the Graduate and Undergraduate Dean's offices.

### DRUG AND ALCOHOL POLICY

Shortly after you arrive on campus, you will be given a copy of Caltech's Drug and Alcohol Policy. This policy carefully spells out what is acceptable conduct for students at Caltech and what you can expect if you violate the policy. While Caltech respects your ability to make good decisions for yourself and others around you, we also have a responsibility to support and enforce campus and state regulations.

For those who struggle with a substance abuse problem, there are places on- and off-campus to turn to for help, including an on-campus Health Educator. These resources are outlined in a pamphlet (Alcohol, Drugs and the Caltech Student), which is available in the Health and Counseling Center.

### HOUSING

There is no need to worry about finding housing. Caltech gives first priority to incoming students. There is a full range of housing available for Caltech graduate students, from dormitories to apartments to single family homes.

The Catalina Apartments house single and married graduate students from a variety of academic disciplines and cultures, and give them the opportunity to interact within a beautiful residential setting. Built in three phases, from 1984 - 1988, the complex offers accommodation to 450 residents. All apartments feature a private patio or balcony, carpets and window coverings, furnished bedrooms and living rooms, central air conditioning and heating. Each kitchen is equipped with a range and oven, double sink, wood cabinets,

refrigerator/freezer, microwave oven and garbage disposal. Amenities at the Catalinas include: free unreserved parking; laundry rooms on site with coin-operated washers and dryers; recreation centers; semi-monthly cleaning of kitchens and bathrooms; water and trash service paid for by Caltech. Residents supply their own pillows, bed linens, towels and kitchen utensils. In addition, residents pay their own gas, electricity and telephone charges. Campus Ethernet connections are not yet available at the Catalina Complex except through a private provider at the residents' expense. Cats and caged pets are permitted — sorry, dogs are not allowed at the Catalina Apartments.

Avery House was built in 1996 as an innovative experiment to encourage informal interaction between graduate and undergraduate students, and faculty. It is the ideal environment for the single student who prefers the amenities of a modern residential hall and the convenience of a meal plan. Twenty-four private, furnished rooms with shared bath are available to graduate students. Undergraduates live in 108 rooms and there are three apartments for faculty-in-residence. All Avery residents are required to purchase the meal plan each term, except during summer. Meals are available on-campus, Monday - Friday, in the Citrus Bistro, the newly remodeled Chandler Cafeteria, the Red Door and Broad Cafes, and the Convenience Store.

In addition, the Housing Office maintains listings of available non-Caltech-owned rentals - rooms, apartments, and homes - in the area. Interested students will need to make all necessary rental arrangements themselves.

## APPLIANCES

You will need to leave the appliances with heating coils (toasters, popcorn poppers, and hot plates) at home. For safety reasons, these are not allowed in student rooms.

## CLEANING/MAINTENANCE SERVICE

Student rooms on campus are cleaned every other week by the Caltech Custodial Staff. A cleaning schedule may be obtained from the appropriate custodial office. Also, on-site maintenance service is available weekdays from 7:30 a.m. to 4:30 p.m., and through Central Plant on weekends and after hours.

## LAUNDRY

Coin-operated washers and dryers are available in all of the housing complexes. Some laundry machines accept your ID and will charge your student account.

## MEALS

Graduate students are granted the privilege of joining the Athenaeum (faculty club), which affords the possibility of contact with fellow graduate students and with others using the Athenaeum, including the Associates of Caltech, distinguished visitors, and members of the professional staffs of the Huntington Library and the California Institute of Technology.

The Chandler Dining Hall, located on the campus, is open Monday through Friday. Breakfast, lunch, and snacks are served cafeteria style. The Citrus Bistro and the Cafe at Broad are open for lunch and dinner, Monday through Friday. The Caltech Convenience Store and the Coffeehouse have weekend hours. There are also a number of good restaurants near the Caltech campus, which you will quickly get to know once you tap the student grapevine. You will undoubtedly want to check out the restaurant reviews in [The Technique](#), which is published annually by the Graduate Student Council. You will receive a copy of [The Technique](#) shortly after you arrive.

## RENTERS INSURANCE

Caltech does not insure the personal property of students. Students keeping personal property in their rooms do so at their own risk and are responsible for the safekeeping of their property. For those who wish to be insured for fire and theft, the Housing Office can provide information on available coverage.

## PACKING SUGGESTIONS

Much could be said about the fine art of packing for college! You may want to start setting aside items for college and putting together a packing list of your own. It would be impossible to provide a comprehensive list of everything that you should bring to Caltech. We have, however, consulted with our students and put together some suggestions that you might wish to consider as you pack.

### **Wardrobe/Linens Health and Grooming Supplies**

- Bath Robe
- Bathing suit
- Bed sheets
- Bedspread
- Blankets
- Sewing kit
- Comforter
- Mattress pad
- Blow dryer
- Detergent
- Iron
- Personal care items
- Clothes for special occasions
- Clothes hangers
- Laundry bag or basket
- Pillowcase

### **Desk/Household Supplies**

- Calculator
- Calendar
- Computer or typewriter
- Dictionary
- Extension cord(s)
- Scissors, stapler, etc.
- Surge protector
- Updated address book
- Compact CD player
- Silverware
- Bicycle
- U-lock for bicycle
- Camera
- Clock radio or alarm clock
- Coffee maker
- Few pots and pans
- Lamp
- Pictures of family and friends
- Posters or framed pictures
- A few dishes
- Sports equipment
- Compact disks
- Whiteboard, markers
- Bulletin Board, tacks

## SHIPPING YOUR LUGGAGE

If you need to send some things in advance of your arrival, you should make all of the necessary arrangements (do not send it collect) and send it to the following address:

Your name  
 Temporary Housing Assignment  
 c/o Caltech Central Receiving  
 391 S. Holliston Ave.  
 Pasadena, CA 91125

When you arrive and wish to retrieve your luggage, you should contact Central Shipping and Receiving for pick-up instructions.

## WEBSITES

There are several websites that describe Pasadena and the local area and may help you orient yourself to your new home. The following websites will help you get started.

[www.ci.pasadena.ca.us](http://www.ci.pasadena.ca.us)  
[www.pasadenacitycenter.com](http://www.pasadenacitycenter.com)

The following sites will introduce you to the LA area in general.

[www.lacvb.com](http://www.lacvb.com)  
[www.latimes.com](http://www.latimes.com)

This site has general information about college life.

[www.yahoo.com/education](http://www.yahoo.com/education)

## OTHER USEFUL INFORMATION

### ATHLETIC CENTER

The Braun Athletic Center is free for Caltech students to use as long as you have your ID card. The center is usually open from 6 a.m. to 10 p.m. everyday. For more information on the services available, please check the orientation schedule distributed at check-in or call the center directly 626-395-3253.

### BANKS

We suggest that you arrive with some cash and an ATM card to get you through your first week. You might want to consider opening an account at one of the local bank branches to make obtaining money a little easier. You have several choices in the surrounding area. As a graduate student you are eligible for accounts at the Caltech Employees' Credit Union, [www.cefcu.org](http://www.cefcu.org). It has an ATM on campus, but does not have checking services. It is part of the Plus System ATMs. The following is a list of banks that are located just off campus: Bank of America (818) 507-6700, Citibank (800) 756-7047, Washington Mutual (800) 933-3000, Union Bank of California (626) 683-5500, and Wells Fargo (800) 869-3557 or (626) 449-8611.

### BICYCLES

Bicycles are a good means of getting around the Caltech campus and Pasadena. Bicyclists will enjoy the pleasant surroundings of the Caltech campus and the nearby community. For storage, bike racks have been installed around each building. Bikes cannot be stored in corridors, stairways, or other public areas inside the houses and apartment buildings for safety reasons. We recommend a U-lock to secure your bike. It can be purchased at most bike shops and discount stores.

### BOOKS AND SUPPLIES

Required texts for Caltech courses should be available in the campus bookstore by mid-September. We suggest that you purchase your books and supplies as soon as your schedule is finalized to avoid the rush after classes start. The bookstore is open Monday through Friday, 8:30 a.m. - 6:00 p.m.

## COMPUTERS

There are plenty of computer and printing facilities on campus that students can use without additional charge. Information Technology Services (ITS) operates over 60 computers and printers, which students can use 24 hours a day. While it may be more convenient to bring your own computer and printer to campus, it is not necessary. If you plan to purchase a new computer, discounts are available through Caltech Wired at the bookstore.

## COPIES AND FAXES

The "Tech Express", located on the Olive Walk, is a convenient spot to drop off copying jobs, pick up student packages, mail letters, and send and receive faxes. The phone number is (626) 395-3703 and fax (626) 796-0413.

## DENTAL INSURANCE

All graduates are automatically enrolled in a dental insurance plan. The cost for this plan has yet to be determined. If you have other dental insurance you may waive the Caltech dental insurance by signing the appropriate form and submitting it to the Benefits Office. For more information please contact Benefits at (626) 395-6443

## DEPARTMENT OF MOTOR VEHICLES (DMV)

As a student, you are expected to obtain a California driver's license or a California Identification Card. In order to apply you must:

- Be a resident at least 10 days
- Show that you are employed or a student
- Show proof that you live in the area
- Bring your passport and social security card
- Complete an application from the DMV office
- Pay \$12.00 (cash, check or money order)

The DMV has two locations close to the Caltech campus. The Pasadena branch is located at 49 S. Rosemead Blvd., Pasadena. The Glendale branch is located at 1335 W. Glenoaks Blvd., Glendale. For general information and appointments call 1-800-777-0133.

When you pass the road test, you will have your picture taken and you will be fingerprinted. You will receive a temporary license at that time. Be prepared to wait three to eight weeks for your permanent driver's license. *Please note: The law in the state of California requires auto insurance for all vehicle owners.*

## MEDICAL INSURANCE

All graduate students are enrolled in a medical insurance plan. There is no extra charge for this insurance plan - the cost of the plan is covered by the standard tuition rate. Students will receive a thorough description of this insurance program when they register. Insurance coverage will be effective the first day of the term in which you enroll.

## PETS

After you move into your permanent assignment, you may refer to your housing contract or ask the Housing Office about what kinds of pets are acceptable in Caltech Housing.

## PHARMACIES

Before coming to Caltech remember to transfer your important prescriptions to a local pharmacy. Caltech has a health center on campus that offers reduced rates on prescription medicine. Other options include: California Pharmacy (626) 792-3156, Brown and Welin (626) 795-5918, and Rite Aid (626) 796-5539.

## SAFETY AND SECURITY

At Orientation, you will receive a Personal Security Handbook, which will provide you with detailed information on safety and security. Although Caltech does not have a large problem with crime on campus, we provide several programs to help ensure your safety. We recommend that you do not walk alone after dark. Ask a friend to walk with you or use the escort service operated through the security department. In the event of a fire alarm in your place of residence it is important that you exit the building each and every time. You can be fined up to \$500 by the Pasadena Fire Department if you do not leave the building. The alarms are present for your safety. California is known for its earthquakes. Most earthquakes are relatively small and do not cause any damage. Should you feel a minor earthquake while on campus do not become alarmed. Should a major earthquake occur, the Caltech emergency preparedness plan will go into effect. You should follow the directions of the Emergency Preparedness Coordinator as you evacuate your residence or laboratory.

## TELEPHONES

All student rooms have a private phone hookup. You will be assigned a telephone number—if you want the service—**once you have a permanent room assignment**. You will be able to keep this phone number the entire time that you live on campus. There will be an initial hook up charge plus a monthly charge for the service. You may buy a phone from Caltech or provide one of your own. For long-distance charges, you can either use a personal calling card or put the charges on your student account (you will be assigned an authorization number). The numbers can be obtained through the Office of Telecommunications, (626) 395-5995. More information will be available when you check in.

## CALTECH PROJECT FOR EFFECTIVE TEACHING (CPET)

Welcome to Caltech! All new Caltech graduate students with teaching assignments in their first year are required to attend the Teaching Assistant Preparation and Training session on Thursday, September 22, 2005. The day's events will include lunch with experienced teaching assistants from your option, a workshop on facilitating student learning, discussion of specific Caltech TA duties, and practical tips on various teaching skills. We look forward to seeing you on September 22.

Sincerely,

Michael R. Hoffmann  
Dean of Graduate Studies

Michelle Meyer  
Caltech Project for Effective Teaching (CPET)

Jennifer Witman  
Caltech Project for Effective Teaching (CPET)

The Caltech Project for Effective Teaching (CPET) can help students understand their duties as a TA and provide support to Teaching Assistants throughout the year. Currently, CPET is embarking on a new series of workshops in teaching pedagogy at Caltech. The goal of the workshop series is to provide graduate students, postdoctoral fellows, and any other interested members of the community with an opportunity to learn more about effective teaching styles and pedagogical techniques. We hope that this program will provide useful skills and background for those who plan to seek academic positions in the future.

The program consists of six to eight speakers throughout the school year who lecture on a variety of teaching-related topics. If you attend six workshops and complete a journal entry for each workshop, you will receive certification of your accomplishment in the form of a letter from the Vice-Provost's office. The program will improve your teaching skills, and the certification can document your professional development and level of commitment to effective teaching. If you are interested in learning more, please email us at [ta@caltech.edu](mailto:ta@caltech.edu).

In addition to workshops and seminars, CPET also prepares the annual TA Handbook, which you will receive during Orientation, and assists with the facilitation of course evaluations.

### **Schedule of events: 2005-2006**

- **Fall Term 2005 Caltech PET Meetings**  
Once a month on Thursdays beginning in the Fall.  
Please refer to the website for specific dates, times and location.  
All meetings are open. We'd love to see you!
- **September 22, 2005**  
Teaching Assistant Orientation  
A full day of training required for interested students  
Location TBA, 9:30 am to 4:00 p.m.

## INFORMATION TECHNOLOGY SERVICES

Information Technology Services provides academic computing services at Caltech. An ITS account is a username and password associated with your real name and your Caltech UID number, granting you authorized access to ITS computing services, including email, as listed at <http://www.its.caltech.edu/acct/>

All students are provided with an ITS account; as a courtesy service, ITS accepts username preferences from students prior to creating the accounts in late summer. If you do not provide your username preferences, or the usernames you request are already in use, ITS will assign a username for you, based on your real name.

ITS accounts are created before students arrive on campus in the fall, so please note the username preferences deadline of **August 19, 2005**. Instructions for submitting your preferences are at <http://www.its.caltech.edu/acct/newstudent.html>.

## CALTECH EMPLOYEES FEDERAL CREDIT UNION

PROVIDING SUPERIOR FINANCIAL VALUE WITH UNSURPASSED SERVICE

As a Caltech student, we invite you to join the Caltech Employees Federal Credit Union. Eligibility for membership at CEFCU is a once in a lifetime opportunity; join it once, and this free benefit can last a lifetime and beyond...a solid financial advantage you can share with your family; a benefit you can take with you when you graduate.

**Who is CEFCU:** As a financial cooperative, we exist solely for the good of our membership to bring low loan rates and high savings dividends to our members/owners. We're not your run-of-the-mill, try-to-do-everything Credit Union. We choose to deliver only those products and services that we can do BEST. And year after year, this selective philosophy works! The result is an uncommonly successful and cost-efficient operation that is able to return a far greater percentage of its earnings to its members than the industry average. We consistently offer among the highest savings rates in the nation...the lowest loan rates available...and state-of-the-art online access. All with the unsurpassed safety and warm, personal service that has made Caltech Employees Federal Credit Union the trusted choice of our members—for both savings and borrowing—for over half a century. Now, over \$700 million strong, we continue to "*Share the Success*" with our members/owners... always remembering that we work for YOU!

**For more information or membership forms, please visit us at [www.cefcu.org/CEFCU/join/how.html](http://www.cefcu.org/CEFCU/join/how.html).**

### SERVICES

- Share Savings Accounts with high dividends
- Star Youth Accounts
- Share Access ATM Card
- VISA Card with student limits

### LOANS

- New and Used Cars, Trucks, and Motorcycles
- New and Used RV's, Boats, and Airplanes
- Share-Secured
- Personal Lines of Credit
- Short Term Signature
- Home Equity Line of Credit
- Real Estate

### MEMBER CONVENIENCES

- On-campus branch-office
- Two ATM's on campus
- CO-OP ATM deposit access
- Direct Deposit of recurring payment
- Payroll Deduction
- American Express Travelers Cheques
- Wire Transfers
- Member PC Access "**CEFCU@HOME**"
  - e-Statements
  - e-Move- online money transfer

## THE BURSAR'S OFFICE

Dear Student:

The Bursar's Office staff is very pleased to welcome you to the 2005-2006 Caltech Academic Year!

We would like to provide you with some information that may be helpful. Upon arriving at Caltech, a school ID with a UID (Universal Identification) number will be issued to you by the Card Office. You may use this ID to purchase books and other items at the Bookstore, eat in the various dining facilities, have a Latte at the Red Door, do laundry or make convenience store purchases, run copies at Graphic Resources or the library, charge postage at the mail room, etc. These charges will then be reflected on your Caltech personal account and will show on your monthly billing statements.

Statements will be mailed after the 10th of each month and should be paid by the listed due date. Payments may be made on account by cash, check, or wire transfer. (We do not accept credit card payments.) You can mail your payments or make them in person at the Bursar's Office in the Center for Student Services or at the Main Cashier located on the first floor of the Keith Spalding.

Tuition and Caltech housing, if applicable, will also be charged on this account. If you live in Caltech housing on or off campus, please be aware that you should keep current with your payments as per your housing contract. Should you have an outside fellowship, please notify the Graduate Office.

<b>Graduate Expenses 2005-2006</b>	<b>Term</b>	<b>Annual</b>
Tuition	\$9,103.00	\$27,309.00
Fees	<u>0.00</u>	<u>0.00</u>
<b>Total</b>	\$9,103.00	\$27,309.00

General Deposit           \$100\*

\*Required with first registration. It will be returned upon departure from Caltech.

Please contact us at (626) 395-2988 or [bursar@caltech.edu](mailto:bursar@caltech.edu) if you have questions. Our website, [www.bursar.caltech.edu](http://www.bursar.caltech.edu) may also be of help to you.

Sincerely,

Heidi Dillon  
Bursar

## DEPARTMENT OF INTERCOLLEGIATE ATHLETICS, PHYSICAL EDUCATION AND RECREATION

We at the Athletics department want to congratulate you on your decision to attend Caltech and invite you to experience the many opportunities that Caltech has to offer in the areas of intercollegiate athletics, physical education and recreation.

All undergraduates are encouraged to participate in a varied intercollegiate athletic program which consists of ten men's (Baseball, Basketball, Cross Country, Golf, Fencing, Soccer, Swimming/Diving, Tennis, Track/Field and Water Polo) and eight women's programs (Basketball, Cross Country, Fencing, Swimming/Diving, Tennis, Track/Field, Volleyball and Water Polo). Caltech takes great pride in the accomplishments of its student-athletes and by providing outstanding coaching and training facilities, enables them to develop both as athletes and individuals.

If you are interested in participating in any of these programs, please complete our prospective student-athlete form that can be found at:

**[http://www.athletics.caltech.edu/index\\_recruit.html](http://www.athletics.caltech.edu/index_recruit.html)**.

A coaching staff member from that team will contact you.

For those who desire a less formal athletic environment, Caltech offers a wide range of recreational offerings designed to encourage participation by maximizing the number and variety of opportunities. This is detailed on the next page that also includes a list of Physical Education Class offerings.

We hope that you decide to integrate some aspect of the athletic program into your life at Caltech. The accomplishments of the Caltech students on the field, in the gym or in the pool, and their demonstrated excellence in the classroom, help make the Caltech experience special. Once again, congratulations and if you have any questions, please don't hesitate to contact the Department of Athletics.

### RECREATION

**INTRAMURAL SPORTS** - Intramural competition in the following sports is offered:

Basketball	Swimming	Touch Football	Ultimate Frisbee
Flag Football	(undergrads only)	(undergrads only)	Volleyball
Softball	Tennis	Track & Field	
Soccer	(undergrads only)	(undergrads only)	

**CLUB SPORTS** - Sports clubs at Caltech are open to all students, faculty, and staff.

Clubs organized around each of the following activities are currently active on campus:

Badminton	Dance Troupe	Racquetball	Table Tennis
Cheerleading	Floor Hockey	Rugby	Triathlon
Cricket	Ice Hockey	Soccer	Ultimate Frisbee
Cycling	Karate	Squash	Volleyball
			Water Polo

**RECREATIONAL OPPORTUNITIES** - The athletic facilities are available several hours each day for informal recreational activity. The schedule is available at the Recreation Office. Limited recreational equipment is available for check-out upon presentation of your student I.D. Card.

## PHYSICAL EDUCATION

**THE UNDERGRADUATE P.E. REQUIREMENT IS THREE TERMS** - This can be met by participation on an intercollegiate team, passing a physical education class, or by completing a pre-approved student designed fitness program.

**REGISTRATION** - Students who want credit for physical education must officially register for P. E. with the Office of the Registrar.

### 2005-06 PHYSICAL EDUCATION COURSE OFFERINGS

	LEVEL		LEVEL
AEROBICS	ALL LEVELS	SOCCER	BEG/INT
BADMINTON	BEG	SQUASH	BEG/INT
BASEBALL SKILLS	INT/ADV	STUDENT DESIGN FITNESS *	ALL LEVELS
BASKETBALL SKILLS	BEG/INT	SWIMMING	BEG/INT/ADV
DIVING	BEG/INT	TABLE TENNIS	BEG/INT
FENCING	BEG	TAI-CHI CHUAN	ALL LEVELS
FITNESS TRAINING FOR LIFE	ALL LEVELS	TENNIS	BEG/INT/ADV
GOLF	BEG/INT/ADV	TRACK & FIELD	ALL LEVELS
KARATE (SHOTOKAN & TANG SOO DO)	BEG/INT/ADV	ULTIMATE FRISBEE	BEG/INT
RACQUETBALL	BEG/INT	VOLLEYBALL	BEG/INT/ADV
ROCK CLIMBING	BEG/INT	WATER POLO (RECREATIONAL)	OPEN
SCUBA	INT/ADV	WEIGHT TRAINING	BEG/INT
SKIN DIVING	INT/ADV	YOGA	BEG/INT

\*These programs must be submitted to and approved by the Student Design Fitness instructor, by the end of the first week of each term. The program must consist of vigorous activity three or more times per week.

## THE CALTECH Y

MAKING A WORLD OF DIFFERENCE

Phone: (626) 395-6163

Email: [caltechy@caltech.edu](mailto:caltechy@caltech.edu)

[www.caltechy.org](http://www.caltechy.org)

On behalf of the Caltech Y, Welcome! Since its founding by students in 1916, the Y has been a place for students to plan events for the campus community and gather in a relaxed creative environment. During your Caltech years, you will surely participate in or benefit from Y programs ranging from community service projects and outdoor adventures, to cultural events and educational forums. All Y programs encourage students to become active participants at Caltech and engaged citizens of the world. Leadership opportunities are available for students who wish to play an active role on campus either through coordinating volunteer projects, planning outdoor trips or serving on the ExComm, the Y's student governing board.

### CULTURAL AND EDUCATIONAL PROGRAMS

Caltech students have a long history of responding to social issues and global concerns. The Y recognizes the need for thoughtful discourse on topical issues by bringing to campus the Social Activism Speaker Series, a thought-provoking forum featuring some of today's more controversial speakers. Throughout the years, the Y has been on the forefront of social issues, always helping students broaden their horizons. We continue to answer the student's call for engaging programs with International Week, Martin Luther King, Jr. commemoration week, programs for national heritage months, and more.

### COMMUNITY SERVICE AND VOLUNTEER OPPORTUNITIES

On any given week during the school year, there are Caltech students volunteering their time and effort to those in need. The Y coordinates many of these efforts, matching students with community agencies where their skills can be best utilized. The largest of our volunteer efforts happen with Alternative Spring Break (ASB), Make-A-Difference (MAD) Day and our perpetual Saturday volunteer opportunities. ASB is a chance for you to get away during Spring Break and help others while you travel. Past sites have included Mexico, Navajo Nation, and San Francisco. MAD Day is a local volunteer effort where the Caltech community comes together to help Pasadena area agencies and families. Everyone who participates has a great time during this one-day event in Spring. Check our web site for a full listing of our Saturday volunteer opportunities and mid-week tutoring program.

### OUTDOOR ADVENTURES AND SOCIAL ACTIVITIES

In order to broaden your Caltech experience, the Y hosts a variety of fun social activities. From movie nights to the famous Decompression, the best "end of the term, free food, stress release" in town, the Caltech Y knows the importance of fun outside the classroom. If outdoor adventure is your interest, check out all the Y has to offer. Explore a new adventure trail or National Park on one of many Y led outdoor trips throughout the year. Sign up now for the ultimate kick-off to your Caltech experience: **The Y-Hike to the California Sierras. The Y-Hike, our annual backpacking trip, is a great way to meet new students in a relaxed setting and have a great time in the outdoors. The Y-Hike is September 11-17, 2005. All hikers welcome. Applications are due in August. Don't miss it.**

For a full listing of all we have to offer including discount tickets sales, DJ equipment rentals, access to the Y lounge and more, go to [www.caltechy.org](http://www.caltechy.org).

## MUSIC, THEATER AND ART AT CALTECH

CHAMBER MUSIC • CHAMBER SINGERS • CONCERT BAND • GUITAR CLASSES • JAZZ BAND • MEN'S AND WOMEN'S GLEE CLUBS • ORCHESTRA • THEATER • PAINTING AND DRAWING • SILKSCREEN AND AIRBRUSHING • CERAMICS  
[www.music-theatre-art.caltech.edu](http://www.music-theatre-art.caltech.edu)

People are pleasantly surprised to discover that Caltech, in addition to science and engineering, offers unique opportunities for the study and performance of choral and instrumental music, theatrical experience, and creative classes in the visual arts. Students can receive institute credit for their participation. The Institute and the Performing and Creative Arts Faculty have a commitment to quality in performance and teaching, and a dedication to serving fully the student who wishes to enrich and broaden his/her college experience. The Institute encourages students to see and think beyond the boundaries of their own disciplines by offering courses in music history and theory, both on campus and nearby Occidental College, with which the Institute has a combined study plan.

### VOCAL MUSIC

Participating in the Glee Club is very easy: no special equipment required, getting involved is as simple as coming to rehearsal!! The Caltech Men's Glee Club has over a ninety-year history of scientists and engineers creating art. We are a choir in league with the best choirs of Southern California, yet singers are able to join the group with little or no musical background. The Glee Club brings people from all parts of Caltech's community together as friends. Please take advantage of your talents for things other than science, (you probably knew that music and math are highly correlated talents). Join the Men's Glee Club.

#### MEN'S GLEE CLUB

Starting its 97th concert season in September, the Glee Club plays an important role in extracurricular life at Caltech. There is no audition requirement and anyone wishing to sing is encouraged to join. The Glee Club rehearses twice a week for a total of three hours, with two hours devoted to the Men's repertoire and the other hour in combination with the Women's Glee Club. The club performs at yearly events such as Parents' Day, December Holiday Concert, and the Spring Concert. In previous years the group has toured western Canada, Utah and Colorado, and the East Coast. Performances of major works have included a fully staged production of Stravinsky's opera-oratorio Oedipus Rex and Dominick Argento The Revelation of St. John the Divine presented at the invitation of the 34th National Seminar of the Intercollegiate Men's Choruses.

#### WOMEN'S GLEE CLUB

The Women's Glee Club is open to all women in the Caltech/JPL community. It is the oldest organization for women on campus. The glee club rehearses three hours per week, preparing music in a wide variety of styles and languages. Featured events include the annual Holiday, Winter, and Spring Concerts, as well as participation in the Pacific Southwest Intercollegiate Choral Association Festival and the Women's Choral Festival at USC. Performances have included Britten's Ceremony of Carols, Purcell's Come Ye Sons of Art, and a concert of the works by Daniel Pinkham conducted by the composer. Combined with the Men's Glee Club the women have sung Bach's Magnificat, Handel's Messiah, Poulenc's Gloria, Faure's Requiem, Charpentier's Midnight Mass for Christmas, Bloch's Scared Service and Orff's Carmina Burana.

## CHAMBER SINGERS

A small, select mixed ensemble of sixteen voices, eight men, eight women, the Chamber Singers present costumed entertainments in December on campus and throughout the local area, participate with orchestra in the All-Mozart Concert every Spring, having performed most all of Mozart's choral- orchestral repertoire, and present an annual Musical Theatre Cabaret evening every June. The group has produced two holiday CDs : A Season for Singing, Vol. I and II available at the bookstore.

VOICE INSTRUCTION is offered free of charge to all members of the glee clubs for the development of the individual vocal instrument as well as exposure to the classical vocal repertoire.

## INSTRUMENTAL MUSIC

The **Caltech/Occidental College Orchestra** is a full seventy-piece orchestra comprised of students, faculty, and staff at Caltech and nearby Occidental College. The orchestra meets once per week and gives three pairs of concerts annually, both on the Caltech and Occidental campuses. Recent programs have included symphonies by Mahler, Brahms, and Beethoven, as well as contemporary compositions. The orchestra also sponsors an annual concerto competition to give exceptionally accomplished student soloists the opportunity to perform with the orchestra.

Approximately thirty trios, quartets and quintets of varying instrumentation comprise Caltech's **Chamber Music** ensembles. Instrumentalists are grouped with those of similar abilities and rehearse weekly in preparation for public recitals, master classes and occasional performances for campus parties. Ensembles perform a wide variety of music ranging from Renaissance dances for recorders to Baroque trio sonatas, Classical string quartets, piano quartets by the Romantic masters, and the twentieth century music for winds. The Chamber Music Program also includes music for piano four-hands and two pianos.

The **Concert Band**, rehearses once a week and performs three major concerts a year. Artists who have performed with the Concert Band include clarinetists David Shiffren and Eddie Daniels, trumpeters Tony Plog and Allen Vizzutti, tuba virtuoso Jim Self, and oboist Allan Vogel. Major works in past years include performances of compositions by Ticheli, Sousa, Holst, Gillingham, Whitacre and Ives. The concert band has recorded two CD's that are available for sale at the Caltech Bookstore.

There are two **Caltech Jazz Bands** and each group rehearses one night a week. These award-winning organizations have recorded two CD's and play five or six concerts a year. They invite local jazz professionals to perform as guest artists and clinicians. Some past clinicians include members of "Big Bad Voodoo Daddy", "Brian Setzer Orchestra", and the great Count Basie and Duke Ellington Orchestras. Jazz artists who have played with the bands include: Billy Childs, Steve Houghton, Bill Watrous, Bobby Shew, Gary Foster and Greg Bisonette. The Jazz Bands latest CD, "The Capitol Sessions" was recorded at the famous Capitol Studios in Hollywood.

Class instruction in **Guitar** is offered each term. Beginning guitar requires no previous experience and provides an introduction to basic technique and musicianship, and includes classical, flamenco, and folk music as well as a jazz chord system. Intermediate Guitar emphasizes reading notes on the entire guitar fingerboard, and offers a more thorough study of classical technique and musicianship. Advanced Guitar, for the serious student, provides exploration of the expanded classical repertoire and a thorough treatment of musical interpretation and performance techniques. Works from the Renaissance through the Contemporary period are covered.

**Alive! With Music** is a behind-the-scenes discussion group for musicians and non-musicians alike. These free, casual, not-for-credit sessions always feature live music and talk. All are welcome to come, either to perform (at any level on *any* instrument) or just to listen and discuss.

The Institute's musical activities are many and varied. Regardless of previous musical experience, all are invited to take advantage of the many opportunities for enrichment while at Caltech by becoming a part of one or more of the choral and instrumental ensembles.

## VISUAL ARTS

The **Ceramics** class is designed for the beginning to advanced student. Students are given demonstrations on working on the wheel and slab roller, sculpture, and glaze techniques. The students are also given instruction on how to create functional forms. The student is expected to turn in ten of their favorite ceramic forms to be critiqued.

The **Painting and Drawing** class emphasizes the visual communication of ideas and personal research. Varied media, live models, and a growing reference library support students at all levels of expertise. The **Silkscreen and Airbrush** room is accessible 24 hours per day. Rarely used between the hours of 6 to 10 am, it *is* used extensively for ditch day stacks and other student activities. A class is offered to teach students basic techniques and provide advice for ongoing projects.

## THEATER ARTS

**TACIT** as Theater Arts at Caltech is familiarly known, typically prepares and performs two or three plays each academic year. Recent productions include Shakespeare's *Macbeth*, *Twelfth Night*, and *Love's Labour's Lost*; Marivaux's *La double inconstance*; Williams's *The Notebook for Anagnorin*; and Ibsen's *Hedda Gabler*. Members of the Caltech community have the opportunity to learn all aspects of the theatrical craft-acting, stage crew, set construction, wardrobe, light and sound operation, properties, house management, and publicity as well as working with professionals in areas of theater design: set, light, sound, costume, and music. This is a hands-on approach, not classroom theory. It also provides an appreciation of theatrical literature and exposure to the literature of many languages (in translation).

## FACILITIES

Student performances are held in the 1155 seat Beckman Auditorium, the smaller Ramo Auditorium and the more intimate Dabney Lounge.

Set building and costume productions are done at the TACIT house. Set components are built at the TACIT scene shop and assembled *in situ*. Millikan Library contains extensive resource material on all of the Arts.

## OTHER OPPORTUNITIES

The Caltech Office of Public Events presents a variety of concerts on campus to which students receive free or reduced price tickets. Featured offerings include the Coleman Chamber Music Series, as well as the free Sunday afternoon Paco A. Lagerstrom Chamber Music Series in Dabney Lounge.

Caltech's students also benefit greatly from the Institute's location in Pasadena. The Pasadena Playhouse, The Huntington Library, The Brand Library and Art Center, The Los Angeles Music Center, the Norton Simon Museum, and the Museum of Contemporary Art

are nearby. Students can regularly attend concerts by the Los Angeles Philharmonic, Master Chorale and Opera, the Los Angeles Chamber Orchestra, and by world class artists in smaller ensembles, as well as major dramatic productions and smaller repertory theater plays.

## FOR FURTHER INFORMATION

Director, Performing and Creative Arts  
Darryl Denning: MC 0-7, (626) 395-2923  
ddenning@caltech.edu

Administrative Assistant  
Cathy Miles: MC 0-7, (626) 395- 3295  
cmiles@studaff.caltech.edu

Men's Glee Club and Chamber Singers  
Don Caldwell: MC 2-70, (626) 395-6197  
dgc@caltech.edu

Women's Glee Club  
Desiree LaVertu: MC 2-70, (626) 395-6260  
dlavertu@caltech.edu

Symphony Orchestra  
Allen Gross: MC 2-70, (323) 259-2574  
agross@caltech.edu

Chamber Music  
Delores Bing: MC 2-70, (626) 395-6198  
dbing@caltech.edu

Concert and Jazz Bands  
William Bing: MC 2-70, (626) 395-3714  
wbing@caltech.edu

Guitar Classes  
Darryl Denning: MC 2-7, (626) 395-2923  
ddenning@caltech.edu

Music History and Theory  
Thomas Neenan: MC 101-40, (626) 395-4072  
neenan @hss.caltech.edu

Painting and Silkscreen  
Jim Barry: MC 2-70, (626) 395-6936  
jibarry@caltech.edu

Ceramics  
Stuart Freed: MC 2-70, (626) 395-6936

TACIT  
Gavin Claypool: MC 1-67, (626) 395-3696  
gclaypool@caltech.edu  
Shirley Marneus: MC 1-67, (626) 395-6259  
tacit@caltech.edu

# TACIT- THEATER ARTS AT CALTECH

**Please complete this page and the next and send to:**

Shirley Marneus, Director of Theater Arts  
 1035 E Claremont St  
 Pasadena CA 91104-3815

YES!!! I want to: test my inner reserves, tap my hidden talents, make a commitment, be committed, be, influence the course of events, laugh!, weep!, rearrange Time itself, despair!, exult!, I want to win friends, bask in golden glory, find Fame or at least notoriety, dazzle my peers, wear laurels, earn plaudits and good reviews, pledge my firstborn whatever . . . augment my grade-point . . . spend all my nights in rehearsals . . . be a part of T.A.C.I.T.

I am \_\_\_\_\_

My phone number is \_\_\_\_\_

My e-mail address is \_\_\_\_\_

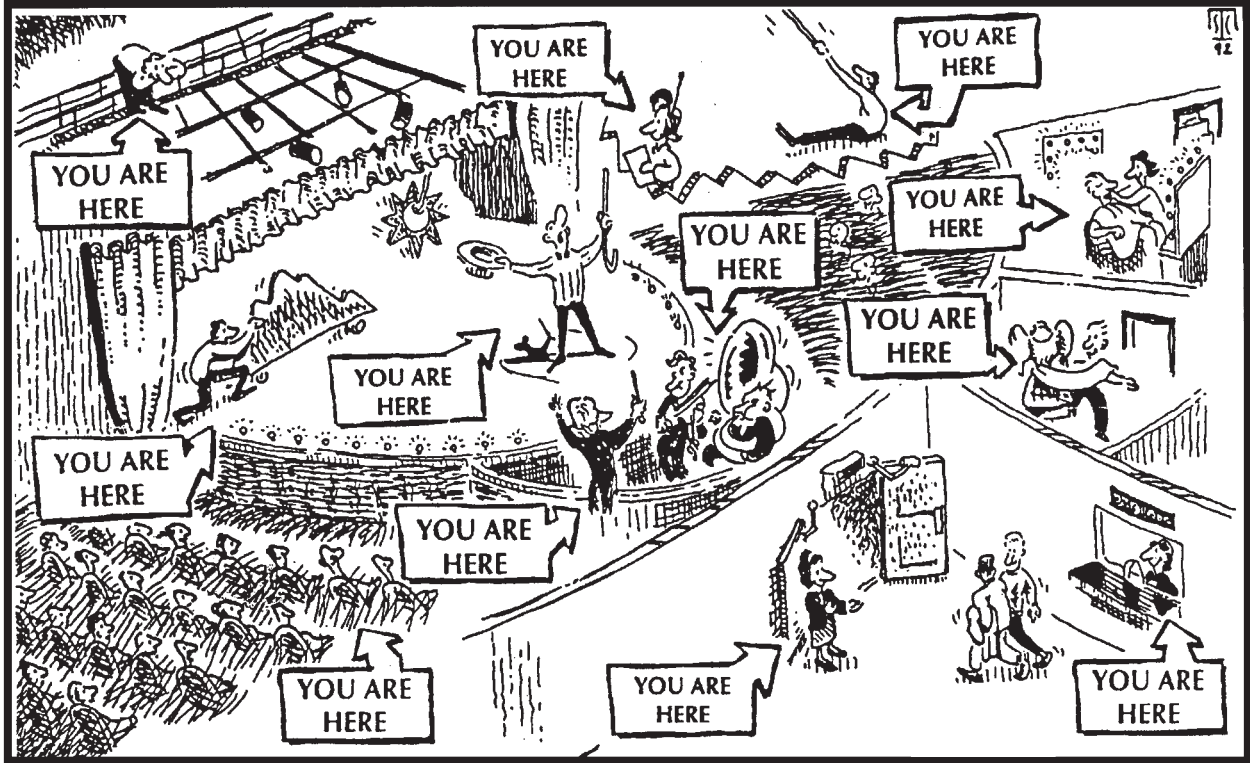
I am an incoming  freshman  transfer student  graduate student

I can (check as many as apply)

- |  |  |
|--|--|
| <input type="checkbox"/> Act                   | <input type="checkbox"/> Fence                     |
| <input type="checkbox"/> Sing                  | <input type="checkbox"/> Karate                    |
| <input type="checkbox"/> Dance                 | <input type="checkbox"/> Amislan                   |
| <input type="checkbox"/> Cut/sew/pin           | <input type="checkbox"/> Count chairs              |
| <input type="checkbox"/> Wash/dye/iron         | <input type="checkbox"/> Count tickets             |
| <input type="checkbox"/> Run a spotlight       | <input type="checkbox"/> Count chickens            |
| <input type="checkbox"/> Run a computer        | <input type="checkbox"/> Count Dracula             |
| <input type="checkbox"/> Hammer/saw/glue       | <input type="checkbox"/> Turn cartwheels           |
| <input type="checkbox"/> Usher/House manage    | <input type="checkbox"/> Conduct an orchestra      |
| <input type="checkbox"/> Sell lemonade/tickets | <input type="checkbox"/> Take photographs in focus |
| <input type="checkbox"/> Sweep a stage         | <input type="checkbox"/> Develop and print film    |
| <input type="checkbox"/> Mop a stage           | <input type="checkbox"/> Write publicity articles  |
| <input type="checkbox"/> Paint sets            | <input type="checkbox"/> Draw pictures             |
| <input type="checkbox"/> Paint faces           | <input type="checkbox"/> Spell                     |
| <input type="checkbox"/> Design sets           | <input type="checkbox"/> Ice skate                 |
| <input type="checkbox"/> Drive a big truck     | <input type="checkbox"/> Roller skate              |
| <input type="checkbox"/> Tie secure knots      | <input type="checkbox"/> Have an accent            |
| <input type="checkbox"/> Wind up cords         | <input type="checkbox"/> Fake an accent            |
| <input type="checkbox"/> Read plays            | <input type="checkbox"/> Hang draperies            |
| <input type="checkbox"/> Write plays           | <input type="checkbox"/> Climb ladders             |
| <input type="checkbox"/> Sweat                 | <input type="checkbox"/> Pretend                   |

Name: \_\_\_\_\_

Please circle the activities you find especially interesting.



Take the rest of this page to write a brief note about what you have done in theater. Tell me about...your roles, your voice part, type of dance, instrument...tell me about yourself!

## DO YOU PLAY AN INSTRUMENT?

Caltech's band, orchestra, chamber music, and guitar instructors would like to hear from you. Please complete this form and mail it back to:

**Caltech Instrumental Music**  
**2-70**  
**Pasadena, CA 91125**

This form is available for download at the website listed below:

[www.music-theater-art.caltech.edu/music\\_docs/DoYouPlay-form.pdf](http://www.music-theater-art.caltech.edu/music_docs/DoYouPlay-form.pdf)

We look forward to meeting you!

**Name** \_\_\_\_\_

**Street Address** \_\_\_\_\_

**City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip** \_\_\_\_\_

**Email address** \_\_\_\_\_

**I play the** (list all) \_\_\_\_\_

(If you are more proficient on one type of instrument versus another or have any other information to add, please explain in "Comments" below.)

**In high school I was a member of:**

Concert Band

Jazz Band

Orchestra

Small Ensemble

Honor Band/Orchestra

Guitar Class

Other ensemble (please specify) \_\_\_\_\_

**Comments or questions:**

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## INTERNATIONAL STUDENT PROGRAMS (ISP)

The staff of International Student Programs (ISP) congratulates you on your admission and hopes that you will enjoy your stay at Caltech and utilize us as a resource whenever possible. In addition to providing all the immigration support for students coming from abroad, ISP also plans and promotes programs and activities that foster intercultural awareness among members of the Caltech community. For information about ISP events and other programs of interest to the international community, join our 'ISP Friends' mailing list. Information about joining is below.

### GENERAL SERVICES

- Advises and assists **students from abroad** and their dependents with visa and immigration related matters such as employment authorization, extension of stay, bringing dependents to the U.S. and change of status.
- Provides assistance with cultural adjustment, personal, financial, legal, career and health-related needs of international students in cooperation with other Caltech offices.
- Plans and promotes programs and activities that foster international and cross-cultural awareness in cooperation with various Caltech offices, student groups, and community organizations.
- Organizes informational seminars and workshops on U.S. culture, working in the U.S., immigration regulations, taxes, and other appropriate topics.
- Issues International Student ID cards for students traveling abroad.

### ISP ACTIVITIES

- Sponsors International Student Pre-Orientation Program.
- Co-moderates a weekly discussion group that focuses on cultural adjustment.
- Co-sponsors a week-long celebration of countries and cultures each spring.
- Co-sponsors trips to San Francisco, San Diego and Yosemite.
- Co-sponsors and supports a variety of events with student groups including the International Open Air Cinema Series.
- Sponsors programs to recognize a variety of cultural celebrations such as Thanksgiving and the Lunar New Year.
- Invites speakers to campus to talk about timely issues.

### **ISP Friends Mailing List**

To join our ISP Friends Mailing List, visit:

<https://utils.its.caltech.edu/mailman/listinfo/ispfriends>

Once you are on this list, you will receive announcements about upcoming ISP programs and events!

## THE CALTECH WOMEN'S CENTER

[www.womenscenter.caltech.edu](http://www.womenscenter.caltech.edu)

The mission of the Caltech Women's Center is to promote the advancement of women in science and engineering. The Women's Center works to support the central research and educational mission of Caltech, while providing students, postdoctoral scholars, staff, and faculty with opportunities, programs, and services that address gender issues and promote success, equity, and safety.

### PROGRAM HIGHLIGHTS

#### ACADEMIC AND PROFESSIONAL DEVELOPMENT

JUMP-JPL Undergraduate Mentoring Program  
MentorNet-a national emailing mentoring network  
Postdoctoral-Graduate Women Mentoring Women  
Technical Tours Series  
Seminars and Workshops

#### PERSONAL DEVELOPMENT AND AWARENESS

Women's Health and Wellness Series  
Reel Women Film Series  
Women's History Month Celebration  
Body Image Awareness Month  
Safety and Self-Defense Workshops

#### INFORMATION, RESOURCE, AND REFERRAL

The Women's Center operates as a central meeting place and hub of resource information. We have a collection of campus, local, state and national resources and a lending library of over 500 books, journals, magazines, and videos. Our staff is able to provide support and make referrals for women seeking assistance on a wide range of personal and professional issues.

#### ADVISING, ADVOCACY, AND SUPPORT

The Women's Center provides *confidential* support, advocacy, and crisis intervention services to students, postdoctoral scholars, staff, and faculty. Women's Center staff can assist with a variety of academic, career, and/or personal concerns.

### CONTACT INFORMATION

265 Center for Student Services  
(626) 395-3221  
[wcenter@studaff.caltech.edu](mailto:wcenter@studaff.caltech.edu)  
[www.womenscenter.caltech.edu](http://www.womenscenter.caltech.edu)

## CALTECH LIBRARY SYSTEM

<http://library.caltech.edu>

The Caltech Library System has two major campus libraries: **Millikan Memorial Library** houses materials on biology, chemistry, mathematics, physics, plus humanities and the social sciences. **Sherman Fairchild Library** houses materials on engineering and applied sciences, including computer science, chemical engineering, and aeronautics. There are several branch libraries as well: Dabney Library has a large humanities collection; the **Astronomy Library** is located in Robinson; the **Geological & Planetary Sciences Library** is located in N. Mudd.

### MILLIKAN AND SHERMAN FAIRCHILD LIBRARY HOURS

Mon - Fri 8 am - 1 am Caltech ID required after 5 pm

Sat - Sun 9 am - 1 am Caltech ID required all hours

Holiday hours vary, call x6405 Caltech ID required all hours

***During the summer, the library closes at midnight.***

Please see <http://library.caltech.edu/about/hours.htm> for a detailed listing of hours and locations.

### CIRCULATION

All current Caltech faculty, staff, and students may borrow materials upon presentation of valid Caltech identification. The Circulation staff on the first floors of the Millikan (x6401) and Sherman Fairchild (x3405) libraries, and in the departmental libraries, process renewals, holds, recalls, and searches for materials not found in their assigned locations.

### REFERENCE AND RESEARCH ASSISTANCE

Reference assistance is available in person, by phone, and by e-mail ([library@caltech.edu](mailto:library@caltech.edu)). If you need in-depth reference/research assistance you may also contact a subject specialist reference librarian, listed on the library website. Reference assistance is available at the branch libraries during business hours.

- Millikan Library General Reference (1st floor), x6405
- Millikan Library Science Reference (8th floor), x6423
- Sherman Fairchild Library Reference (1st floor), x3404

### ELECTRONIC RESOURCES

The online library catalog (CLAS) can be accessed from the library web page: <http://library.caltech.edu>. This page also displays the array of databases, journals, and other materials available online at Caltech. Most of these are IP authenticated via the Internet—meaning you can access them anywhere on campus. Please consult a reference librarian if you need advice on which resources are appropriate for your needs.

### PHOTOCOPYING

The photocopiers in the Millikan and Sherman Fairchild libraries are linked to the Campus Card Office system which enables campus IDs to be used to charge copies to departmental, research, and personal accounts. The debit card dispenser/regenerators located on the first floors of the Millikan and Sherman Fairchild libraries will dispense or add value for cash. Photocopiers on the 2nd floor of the Sherman Fairchild Library and Millikan 7th floor will accept coins, and \$1, \$5, or \$10 bills.

## DOCUMENT DELIVERY

The Caltech Library System provides a comprehensive document delivery service known as IBID, which can be accessed from the library web page. Current Caltech faculty, students, and staff can request materials regardless of whether the item is available in the Caltech Library System collection or not. Items unavailable on campus will be obtained through the Interlibrary Loan Office. The fee is \$5.25 per 1-30 pages printed whether the item is available on campus or not. There is no charge for campus book requests, but \$5.25 is charged for books obtained from another library.

## SPECIAL SERVICES AND FACILITIES AT THE SHERMAN FAIRCHILD LIBRARY

Scanning facilities and study rooms can be reserved at <http://library.caltech.edu/reservation>. Each study room is equipped with tables, chairs, and at least one computer workstation. Key access is available at the Circulation Desk. **Wireless notebook computers** can be checked-out at the Circulation Desk upon presenting and leaving a current valid picture ID and signing a use agreement. The notebooks can be used in the library up to four hours at a time, but they cannot be reserved in advance. Over 50% of the seating in this library is outfitted with network and electrical connections. Additionally the building is a wireless facility. For more information see <http://library.caltech.edu/services/laptops.htm>.

## STUDENT COUNSELING SERVICES

### MISSION

The Caltech Counseling Center exists to help graduate and undergraduate students achieve academic excellence and emotional health.

At times the challenges of academic life can result in emotional stress for students that may impede their academic achievement. The staff of the Counseling Center can help by identifying the sources of difficulty and developing a plan of action.

The services of the Counseling Center are described below along with answers to commonly asked questions. If you have additional questions about our services, please call us at (626) 395-8331. We are here to help.

### SERVICES PROVIDED

- Individual therapy
- Couples counseling
- Health education
- Substance abuse counseling and referrals
- Group therapy and discussion/support groups
- Workshops and training
- Consultation to staff, faculty and students
- Referrals
- Psychiatric evaluation and medication
- Crisis intervention
- Emergency evening and weekend coverage by calling Campus Security at (626) 395-4701

### COMMONLY ASKED QUESTIONS

#### WHO CAN USE THE COUNSELING CENTER?

Services are available to all currently enrolled students. Spouses/partners may be seen at the Counseling Center for couples counseling with their student partner, but are not eligible for individual services. Spouses/partners of students may also obtain referrals to other agencies and private therapists from the Counseling Center.

#### IS THERE A COST FOR SERVICES?

There is no charge for counseling services or services provided by our consulting psychiatrist if students are referred by one of our staff. Students may also choose an off campus therapist and bill the Student Health Insurance. Therapist on the insurance select provider list do not charge any co-payment. A list of select providers is available from the Counseling Center. Therapists not on the select provider list will charge a 30% co-payment. Students must satisfy a \$150 annual deductible when using their insurance.

#### HOW LONG CAN I BE SEEN AT THE COUNSELING CENTER?

Unlike many counseling centers, we have no predetermined session limit. Our approach is to identify the needs of individual students and to develop a plan to meet those needs. While most students are seen at the Counseling Center, some students needing specialized or long-term care are referred to off campus providers.

#### DO YOU HAVE A WEB PAGE?

Yes, knowing our students often use the internet for information, we have developed a home page with extensive resources including articles written specifically for Caltech students, plus links to other resources. [www.counseling.caltech.edu](http://www.counseling.caltech.edu)

### ARE THE SERVICES CONFIDENTIAL?

The staff at the Counseling Center understands that in order for counseling to be effective, students must be able to trust that what they share with the therapist will be held in confidence. No information is revealed to anyone, including parents, friends, faculty or administrators without the written permission of the student. The exception to this policy is when, as required by law or in the judgment of the therapist, limited disclosure is necessary to protect someone from harm. For a more complete description of privacy and confidentiality please check out the Counseling Center website.

### WHEN SHOULD I THINK ABOUT TALKING TO A THERAPIST?

Students seek help for a variety of reasons, including: stress, relationship issues, depression, anxiety, substance use, loneliness, grief, and academic concerns. It's okay to come in even if you feel like your problems are relatively minor or you just want more information about what we have to offer.

### WHAT IF I AM CONCERNED ABOUT A FRIEND?

We encourage you to consult with us if you are concerned about another person and are unsure how to help.

### HOW DO I KNOW IF SOMEONE NEEDS HELP?

Changes in someone's mood or behavior may signal s/he needs help. Below are some signs of emotional distress:

- Extreme or prolonged emotional states, such as uncontrollable crying or persistent restlessness
- Marked changes in personality or mood
- Suicidal thoughts
- Listlessness, lack of energy
- Inability to make decisions or concentrate
- High levels of irritability including aggressive, abrasive or violent behavior
- Increased use of alcohol or other drugs or use that leads to recklessness and impaired judgment

### HOW LONG WILL I HAVE TO WAIT FOR AN APPOINTMENT?

Appointments are usually available within a day or two of your call. Students needing immediate attention may request a same-day appointment. The Counseling Center is staffed with five doctoral-level psychologists, two pre-doctoral interns, a consulting psychiatrist, and a masters-level health educator. If you prefer a male/female therapist or would like to request a particular staff member, please let the receptionist know when you call for the appointment. All of our staff are trained and experienced in working with the diverse needs of our student body.

### HEALTH EDUCATION

Health education is a joint service of the Student Counseling and Health Centers. Jane Curtis, the Health Educator, provides health promotion programs designed to enhance students' personal development and academic achievement at Caltech. Program topics include: general health and wellness, stress management, nutrition, sexual health, and alcohol and other drug use and abuse. The service is free and confidential. Appointments are available. The office is located in Room 64 of the Student Activities Center. For drop-in counseling hours call Jane at (626) 395-2961.

## STUDENT HEALTH CENTER

MAIL CODE 1-8

PASADENA, CALIFORNIA 91125

(626) 395-6393, Fax (626) 585-1522

The Archibald Young Student Health Center is committed to providing caring, compassionate and cost effective medical care and health promotion services that are specifically designed for the unique needs of our students. The medical staff consists of highly qualified physicians and nurse practitioners that provide competent diagnosis and treatment of most acute illnesses and injuries, including some urgent care and continuity care. The medical staff acts as your primary health care providers. In addition to meeting your basic health care needs, the clinicians are an excellent resource for other health concerns. Visit the health center if you need medical care or assistance.

A variety of services that address the primary health care needs of college students are available to all registered students and their spouses enrolled in the Spouse Program. Some of the services are:

- Medical Consultation and Referral
- Laboratory Tests
- Radiology Services (provided off-site)
- Pharmacy/Prescription Services
- Allergy/Injection Clinic
- Women's Health Clinic
- Dermatology Clinic
- Travel and Immunization Clinic
- Orthopedic Clinic
- Health Education and Preventive Health Care
- Administrative Services related to Student Health Insurance Plan

The health center is open year round. Our office hours are Monday to Thursday from 8:00 a.m. to 5:00 p.m. and on Friday from 8:00 a.m. to 4:00 p.m. The clinic has extended hours for the dermatology and orthopedic clinics.

The Student Health Center adheres to both FERPA and HIPAA laws and regulations. All visits to the health center and medical records are handled confidentially.

All registered students are covered by the Student Health Insurance Plan. It supplements the health care services provided by the Student Health Center. For more information visit: [www.chickering.com/stu\\_conn/student\\_connection.aspx?group\\_number=812843](http://www.chickering.com/stu_conn/student_connection.aspx?group_number=812843)

For more information about the Student Health Center call (626) 395-6393 or visit [www.healthcenter.caltech.edu](http://www.healthcenter.caltech.edu).

**INSTRUCTIONS AND INFORMATION**

1. The primary purpose of these forms is to assure that immunizations are current and that the student poses no public health problems. It also provides a means of identifying students with special health needs and a historical basis for the provision of health care through the Student Health Service.
2. This form must be **returned to the Student Health Center by August 1.**  
**All pages must be completed.** (Return the completed forms in the envelope provided).  
**Partially completed forms will not be processed.**
3. **Registration will be withheld until these forms are returned with documentation of required immunization and results of all laboratory tests as indicated.**
4. Information on this form is **CONFIDENTIAL** and to be used solely for the Health Services, and will not be released without the student's consent.

PERSONAL HISTORY (To be filled out by applicant)

NAME \_\_\_\_\_  
Last First Middle

HOME ADDRESS \_\_\_\_\_  
Street City, State/Country Zip Code

HOME PHONE NUMBER (Include area code) \_\_\_\_\_

E-MAIL ADDRESS (If available) \_\_\_\_\_

SEX:  Female     Undergraduate    Soc. Security No. \_\_\_\_\_  
 Male     Graduate    Date of Birth \_\_\_\_\_  
month/day/year

SPECIFY PERSON TO BE NOTIFIED IN CASE OF EMERGENCY:

NAME \_\_\_\_\_ RELATIONSHIP \_\_\_\_\_ PHONE \_\_\_\_\_

ADDRESS \_\_\_\_\_  
Street City, State/Country Zip Code

MEDICAL INSURANCE

All Caltech students are automatically enrolled in a comprehensive medical plan. If you will continue to be covered by your parent's or other medical insurance, please indicate Below. Your Caltech insurance will become your primary insurer.

\_\_\_\_\_

PARENTS OF STUDENTS UNDER 18 PLEASE COMPLETE THIS SECTION

I the undersigned, parent/legal guardian of \_\_\_\_\_, a minor, do hereby consent to an x-ray examination, anesthetic, medical or surgical diagnosis or treatment, and hospital service that may be rendered to said minor, under the instructions of the Caltech Medical Staff, whether such diagnosis or treatment is rendered at the office of said physicians or at a hospital licensed by the state of California.

\_\_\_\_\_  
 Signature of Parent/Legal Guardian

\_\_\_\_\_  
 Date

Name: \_\_\_\_\_

### FAMILY MEDICAL HISTORY

Have/do your parents, grandparents or siblings had/have, at any time, the following diseases or conditions?

Biological family member

If deceased, age

Asthma \_\_\_\_\_

Cancer, (type) \_\_\_\_\_

High Blood Pressure \_\_\_\_\_

Diabetes \_\_\_\_\_

Heart Disease \_\_\_\_\_

High Cholesterol \_\_\_\_\_

Thyroid Condition \_\_\_\_\_

Tuberculosis \_\_\_\_\_

Alcoholism \_\_\_\_\_

Other serious chronic disease (specify) \_\_\_\_\_

### PERSONAL MEDICAL HISTORY

Any allergies (medication) \_\_\_\_\_ (food) \_\_\_\_\_ (others) \_\_\_\_\_

Tobacco Use  Yes  No \_\_\_\_\_ Pack a day \_\_\_\_\_ Years \_\_\_\_\_ I quit \_\_\_\_\_ ago

other tobacco products (specify) \_\_\_\_\_

Alcohol Use  Yes  No How often \_\_\_\_\_ Quantity/Amount \_\_\_\_\_

List any surgery, hospitalizations (including psychiatric), illnesses, or significant injuries and approximate dates: \_\_\_\_\_  
\_\_\_\_\_

List any medications you are taking (including birth control pills/non-prescription pills):  
\_\_\_\_\_  
\_\_\_\_\_

Please describe any ongoing medical problem? \_\_\_\_\_  
\_\_\_\_\_

For women only: most recent pap and pelvic exam if any (date and result): \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

Name: \_\_\_\_\_

**PHYSICAL EXAMINATION**  
**(Within one year prior to admission)**

All Information Is Required. Form Must Be Completed By A Health Care Provider

Height: \_\_\_\_\_ Weight: \_\_\_\_\_ BP: \_\_\_\_\_ Pulse: \_\_\_\_\_

Skin: \_\_\_\_\_

Head: \_\_\_\_\_

Eyes: \_\_\_\_\_ Snellen R/20 \_\_\_\_\_ L/20 \_\_\_\_\_

Corrected R/20 \_\_\_\_\_ L/20 \_\_\_\_\_

Contact lens/glasses \_\_\_\_\_

Ears: \_\_\_\_\_

Nose: \_\_\_\_\_

Mouth and Throat: \_\_\_\_\_

Neck: \_\_\_\_\_

Thorax: \_\_\_\_\_ Lungs: \_\_\_\_\_

Breast: \_\_\_\_\_

Spine/Back: \_\_\_\_\_

Heart: \_\_\_\_\_

Abdomen: \_\_\_\_\_

Genito-urinary (if indicated) \_\_\_\_\_

Extremities: \_\_\_\_\_

Lymph Nodes: \_\_\_\_\_

Reflexes: \_\_\_\_\_

Laboratory exam: Hematocrit: \_\_\_\_\_ % urine sugar \_\_\_\_\_ urine protein \_\_\_\_\_

Does this student have a medical condition for which ongoing health care is required?

\_\_\_\_\_  
\_\_\_\_\_

May this student participate in athletic activities? Any restrictions or contraindications?

\_\_\_\_\_  
\_\_\_\_\_

Recommendations for health care at Caltech? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature of Health Care Provider

\_\_\_\_\_  
Date of Exam

Health Care Provider's Name \_\_\_\_\_

Address \_\_\_\_\_

Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

**IMMUNIZATION RECORDS**

Name: \_\_\_\_\_ Soc. Security No: \_\_\_\_\_  
Last First

Address: \_\_\_\_\_ Birthdate: \_\_\_\_\_

To be completed and signed by your health care provider. *All information must be in English.*

**A. Measles (rubeola) REQUIRED**

- 1. Dose 1 given at age 12 -15 months or later, Dose 2 given at age 4 -6 years or later, and at least one month apart from the first dose or  
 Dose # 1 \_\_\_\_\_ Dose #2 \_\_\_\_\_
- 2. Report of positive immunity (attach copy of report) Date of test \_\_\_\_\_ Immune  Not immune

**B. Rubella immunity REQUIRED**

- 1. One immunization after the first birthday, or  
 Dose # 1 \_\_\_\_\_ Dose #2 \_\_\_\_\_
- 2. Report of positive immunity (attach copy of report) Date of test \_\_\_\_\_ Immune  Not immune

**C. Mumps immunity REQUIRED**

- 1. One immunization after the first birthday, or  
 Dose # 1 \_\_\_\_\_ Dose #2 \_\_\_\_\_
- 2. Report of positive immunity (attach copy of report) Date of test \_\_\_\_\_ Immune  Not immune

\_\_\_\_\_  
 Signature of health provider

**D. Tuberculosis Screening (Mantoux) REQUIRED within SIX MONTHS PRIOR TO ADMISSION**

TB skin test \_\_\_\_\_ mm induration \_\_\_\_\_  
mo/day/yr (required) Signature of health care provider \_\_\_\_\_

CXR required if the student has had tuberculosis, has had BCG within the last 5 years, or has a positive reaction (>10mm)

X - ray result: Normal \_\_\_\_\_ Abnormal \_\_\_\_\_ Month/Year \_\_\_\_\_

**E. Tetanus-Diphtheria (Td) REQUIRED**

Primary series of four with DTaP or DTP \_\_\_\_\_ TD booster within the last ten years \_\_\_\_\_  
Year completed mo/ day/ yr

**F. Hepatitis B immunity REQUIRED (First two doses received prior to arrival at Caltech.**

Third dose can be completed at Caltech)  
 Three doses, or Dose#1 \_\_\_\_\_ Dose#2 \_\_\_\_\_ Dose#3 \_\_\_\_\_  
 Proof of Immunity (attach copy of report) \_\_\_\_\_ Reactive \_\_\_\_\_ Non-reactive \_\_\_\_\_

**G. Meningococcal vaccine (strongly recommended) \_\_\_\_\_ (vaccine is available at Caltech)**

**H. Polio (optional) Primary series should be complete \_\_\_\_\_ Booster if any \_\_\_\_\_**  
Year completed mo/day/year

**I. Varicella (optional) Either a positive varicella antibody, or two doses of vaccine given at least one month apart if immunized after age 13 years.**

Dose #1 \_\_\_\_\_ Dose #2, given at least one month after first dose if age 13 years or older \_\_\_\_\_ or  
 sVaricella antibody (attach copy of report) reactive \_\_\_\_\_ non-reactive \_\_\_\_\_

Physician/Nurse Practitioner \_\_\_\_\_ Date signed \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

ADDENDUM

NAME \_\_\_\_\_

Have you ever experienced or are now experiencing any of the following (please check all that apply)?

Have you experienced or are now experiencing any of the following?	Have you received Treatment?		Did Your treatment include (Please check all that apply)			Dates of Treatment	
	Yes	No	Yes	No	Counseling Meds (list medication)		
Anxiety	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Depression	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Eating Disorder:							
Anorexia	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Bulimia	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Both	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Obsessive Compulsive Disorder	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Panic Disorders	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Phobia	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____

Do you plan to continue, resume or begin receiving help for these problems?  YES  NO

Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

## MENINGITIS AND FLU VACCINATION CLINIC

Dear Student/Parent,

As the Medical Director of the Caltech Student Health Center, I am writing to inform you about an important opportunity that you have to protect yourself against a serious health hazard facing college students. I am referring to the growing threat of meningococcal meningitis, commonly referred to as meningitis, on college campuses across the country.

Meningitis is a serious disease, the effects of which range from flu like symptoms to permanent disabilities and in some cases death. Early diagnosis and treatment can prevent the most severe effects of meningitis, but the rapid progress of the illness and the similarity of its symptoms to the common flu often results in delayed treatment. While there have been no cases of meningitis on the Caltech campus, the Health Center will offer a vaccine program to prevent an outbreak of the illness.

Who is at risk of contracting meningitis? Recent studies of college outbreaks suggest that freshmen living in residence halls may be at highest risk among college students of contracting this disease. Risk factors for contracting meningitis include close living and working conditions and lifestyle behaviors such as; exposure to active and passive smoking, alcohol consumption, and bar patronage. Because of these findings, the U.S. Centers for Disease Control and Prevention (CDC), as well as the American College Health Association, recommend that students in this group be informed of their risk of contracting the disease, the potential benefits of vaccination, and the vaccine be made available to them. The Student Health Center will be providing meningitis vaccination in response to their recommendations. Adverse reactions to the vaccine are uncommon, but could include pain and redness at the injection site for one or two days. For some recipients, vaccine components can cause an allergic reaction.

In addition to the meningitis vaccine, a flu vaccine will also be available to students. The flu vaccine will be provided at no cost. The cost of the meningitis vaccine may be charged to the student account, or paid with cash or personal check. The date for the meningitis and flu clinic will be announced at a later date.

**Attached to this letter is an acknowledgement form for the meningitis vaccination, it must be completed, signed and returned to the Health Center with the Health Form.**

I encourage you to learn more about meningitis and the vaccine by visiting the following websites:

Centers for Disease Control and Prevention (CDC):  
[http://www.cdc.gov/ncidod/dbmd/diseaseinfo/meningococcal\\_g.htm](http://www.cdc.gov/ncidod/dbmd/diseaseinfo/meningococcal_g.htm)

American College Health Association (ACHA):  
[http://www.acha.org/projects\\_programs/men.cfm](http://www.acha.org/projects_programs/men.cfm)  
[http://www.acha.org/info\\_resources/guidelines.cfm](http://www.acha.org/info_resources/guidelines.cfm)

Meningitis Foundation of America:  
<http://www.musa.org/welcome.htm>

Sincerely,  
Stuart C. Miller, M.D.  
Medical Director, Caltech Health Center

## MENINGITIS LETTER ACKNOWLEDGEMENT FORM

(Complete, Sign, and Return with Health Forms)

I have read the letter on meningitis and flu vaccination clinic and:

- I intend to receive the meningococcal vaccine at:
  - My doctor's office
  - Caltech Student Health Center
- I do not intend to receive the vaccine
- I have already received the vaccine

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

**Note: This release form is for the meningitis vaccination only.**

## IMPORTANT WEBSITES AND PHONE NUMBERS

All numbers are in the 626 area code.

Athletics, Physical Education, & Recreation . . . . .	395-6146
<a href="http://www.athletics.caltech.edu">www.athletics.caltech.edu</a>	
Bookstore . . . . .	395-6161
<a href="http://www.bookstore.caltech.edu">www.bookstore.caltech.edu</a>	
Caltech Y . . . . .	395-6163
<a href="http://www.caltechy.org">www.caltechy.org</a>	
Career Development Center . . . . .	395-6361
<a href="http://www.career.caltech.edu">www.career.caltech.edu</a>	
Counseling Center . . . . .	395-8331
<a href="http://www.counseling.caltech.edu">www.counseling.caltech.edu</a>	
Dean of Graduate Studies Office . . . . .	395-6346
<a href="http://www.gradoffice.caltech.edu">www.gradoffice.caltech.edu</a>	
Financial Aid . . . . .	395-6280
<a href="http://www.finaid.caltech.edu">www.finaid.caltech.edu</a>	
Graduate Student Council	
<a href="http://www.its.caltech.edu/~gsc">www.its.caltech.edu/~gsc</a>	
Health Center . . . . .	395-6393
<a href="http://www.healthcenter.caltech.edu">www.healthcenter.caltech.edu</a>	
Health Education	
<a href="http://www.healtheducation.caltech.edu">www.healtheducation.caltech.edu</a>	
Housing Office . . . . .	395-6176
<a href="http://www.housing.caltech.edu/graduate">www.housing.caltech.edu/graduate</a>	
International Student Programs . . . . .	395-6330
<a href="http://www.isp.caltech.edu">www.isp.caltech.edu</a>	
Minority Student Education . . . . .	395-6208
<a href="http://www.msa.caltech.edu">www.msa.caltech.edu</a>	
Office of Campus Life . . . . .	395-6194
<a href="http://www.studentlife.caltech.edu">www.studentlife.caltech.edu</a>	
Performing & Creative Arts . . . . .	395-3295
<a href="http://www.music-theater-art.caltech.edu">www.music-theater-art.caltech.edu</a>	
Registrar's Office . . . . .	395-6297
<a href="http://www.registrar.caltech.edu">www.registrar.caltech.edu</a>	
Security Office . . . . .	395-4701
<a href="http://www.security.caltech.edu">www.security.caltech.edu</a>	
Women's Center . . . . .	395-3221
<a href="http://www.womenscenter.caltech.edu">www.womenscenter.caltech.edu</a>	
Vice President for Student Affairs . . . . .	395-6100
<a href="http://www.studaff.caltech.edu">www.studaff.caltech.edu</a>	
Emergency Response . . . . .	395-5000

#### Caltech Student Affairs Mission Statement

Student Affairs at Caltech complements and enhances the Institute's educational mission by ensuring a healthy and supportive environment that enables students to grow academically and personally in preparation for meeting current and future challenges.

Independently and in collaboration with students, faculty and staff, we serve our community by responding to the issues, ideas and needs of all students. Utilizing diverse approaches, we provide programs and services of the highest quality.