

# WILLIAMS COLLEGE

WILLIAMSTOWN, MASSACHUSETTS 01267



## Information to Candidates Applying for the Class of 1972

I am happy to follow up on your preliminary application for entrance to Williams College in September, 1968 by enclosing our final application forms. I hope that you will follow this list of instructions carefully, which will assist us in giving your completed application a clearer and more thoughtful reading.

### Application Form

The enclosed application form asks you to furnish personal information toward the completion of your application with us. I urge you to complete and return this form promptly, assuming you continue to be seriously interested in Williams, or to inform me if your original plans have changed. *Application deadline is February 15, 1968.*

### Application Fee

A non-refundable \$15.00 application fee is required in order to complete your application. (Certain exceptions made at candidate's and guidance counselor's request).

### Transcripts and Recommendations

Also enclosed are the secondary school report forms for you to give to the guidance personnel at your school. *It is your responsibility to make certain that this material reaches the appropriate school officials.* Your school is requested to return the transcript and recommendation form, as soon as possible, for the results of your work through the junior year and to forward the supplementary report later for your first term or semester's work this year. Williams will write directly to the school for the final senior record for each accepted candidate. *Williams does not require separate teacher recommendations though we are always receptive to recommendations that will add meaningful perspective to a candidate's academic strengths.*

### Financial Aid

Those applying for financial aid should obtain a College Scholarship Service PCS Form directly from the guidance office of their school. The completed form should be returned to the Scholarship Service office in Princeton, New Jersey, or in Berkeley, California for Western candidates, and not to us. You *should list Williams on your scholarship form* and we will automatically receive a photostatic copy of the proper information from the Scholarship Service. If your school does not have a copy of the College Scholarship Service application, you should communicate directly with either of the College Scholarship Service offices.

The College Scholarship Service Form is the only financial aid form required for all scholarships at Williams. All financial assistance at Williams is awarded by our Financial Aid Committee, with the financial need factor being recommended by the Scholarship Service. In order to allow time for the Committee to act upon your request for assistance *your scholarship form should be filed with the CSS by January 15th.* Any questions as to the determination of a specific freshman budget at Williams may be addressed to Mr. Philip G. Wick, Director of Freshmen Financial Aid, Williams College.

### SAT Writing Sample

All candidates, except Early Decision candidates, must take the College Board Scholastic Aptitude Test and Writing Sample in their senior year; these tests may be taken on December 2, 1967, January 13, 1968 and March 2, 1968. We recommend that all candidates take the tests on either the December or January date in order to give the Admissions Committee the results in time for full consideration. Application blanks and any other information about these tests may be obtained from your guidance personnel or from the College Entrance Examination Board, Box 592, Princeton, New Jersey 08540 or, for Western candidates, Box 1025, Berkeley, California 94701. *Each applicant is responsible for making certain that the results of his tests are forwarded to Williams by the CEEB.*

(See reverse side)



**Achievement Tests**

Achievement tests, other than the Writing Sample, are not specifically required for entrance to Williams. If you take additional achievement tests, I urge you to have the results forwarded to us, since some departments find these results helpful in assigning placement within specific courses. Those planning to continue study of a foreign language at Williams are urged to take the appropriate language achievement test.

**Advanced Placement**

Students who have taken advanced placement or equivalent college level courses in secondary school are expected to take the appropriate College Board Advanced Placement Examinations in May. College credit and/or advanced placement is given for such courses only on the basis of the student's success in the course and the results of his advanced placement examination.

**Interviews**

Williams requests a personal interview with each candidate, and the Admissions Committee urges you to visit Williamstown during the year, if you have not done so already. Visits should be made as early as possible, certainly before March 1st. A representative of the Admissions Office will visit a good many schools throughout the country in the coming year. If you find that a trip to Williamstown is not feasible and if you learn that we are not planning a visit to your school or area, we shall try to make arrangements for you to see a designated alumnus in your area, since we feel it is always valuable for a candidate to obtain first-hand information about Williams. We shall be most happy to welcome you to Williamstown or to assist you in learning more about the College through one of its alumni.

**Early Decision**

*A candidate who desires Early Decision should check the appropriate box in the upper right hand corner of the application form and also write the Admissions Committee stating that Williams is his first choice college and specifically requesting an early decision.* All such self-initiated requests must be received by November 30 and all Early Decision applications must be completed by December 20. The Admissions Committee's decision on these applications will be mailed as soon as possible after the Early Decision application is completed. Financial aid applicants will be notified of the Financial Aid Committee's decision at the same time, provided all necessary financial aid information has been received. December 30 is the final notification date for Early Decision. Candidates requesting Early Decision, whose applications are not completed by that time, will automatically be transferred to the regular applicant group for full consideration at the normal selection time in the spring. A candidate accepted under Early Decision must withdraw at once all applications to other colleges and make no subsequent applications. This format for Early Decision is the same procedure followed by Amherst College, Bowdoin College, Dartmouth College and a number of other colleges.

**Candidate's Reply Date**

Williams participates in the Candidate's Reply Date Agreement and will not require a definite reply from accepted candidates (with the exception of the formal Early Decision candidates) before May 1, 1968. We will continue to give firm early encouragement to outstanding regular applicants throughout our review of all completed applications. In no case, however, will a candidate who has received such early encouragement be under any pressure to make a decision before the Candidate's Reply Date. Multiple applications have become an increasing problem, and I hope that all applicants will feel free to contact us personally or write us frankly to present their honest feelings as to how Williams fits into their plans for college.

**Application Deadline**

*Williams expects to mail all of its final decision letters by the middle of April, and consequently can not guarantee to give full consideration to applications received after February 15th. Please note carefully all these directions as the Admissions Committee can not act upon your application until all parts of it are completed.*

We look forward to hearing more from you and I hope that if you have any questions concerning your application, you will feel free to write me at any time.

Sincerely,

*Frederick C. Copeland*  
Director of Admissions

Williams College