Dear LTI Applicant:

The Language Technologies Institute (LTI) of Carnegie Mellon University is a recent extension of the Center for Machine Translation (CMT), a world-class research center currently celebrating its 10th anniversary. The new name reflects the fact that our research projects have encompassed all aspects of language and information technologies, not just machine translation. As described further in the accompanying materials, we now offer Masters of Language Technologies and PhD in Language and Information Technologies graduate programs.

This packet contains the materials you will need to apply for graduate study at the LTI. We have enclosed the following items:

- The application form
- Three recommendation forms
- A description of the Language Technologies Institute
- A description of the LTI graduate programs
- A description of Pittsburgh and Carnegie Mellon University

In addition to completing the application form, statement of purpose, and a $50 check or money order in U.S. dollars, you will need to have the following information sent **directly** to us:

- Submit a transcript of your undergraduate record. If you have done any graduate work, a transcript of it is also required. Transcripts should be sent to us directly by the institution. It is your responsibility to have transcripts sent to us for **all** undergraduate and graduate institutions attended.
- Three recommendation forms are attached. These should be filled out by people who know you and your work. Recommendation forms should be sent directly to the Admissions Committee by the people who complete them.
- Take the Graduate Record Examination and have your scores sent to us. Applications will not be processed without current GRE scores. Be sure to report your scores informally, on the application, as well as through the Educational Testing Service. To ensure that the GRE scores reach us in time, the GRE must be taken by December. To be safe, it is strongly suggested that the Examination be taken by October. Our program requires only aptitude tests, though we would be happy to see achievement scores in a relevant field, such as mathematics or computer science. (??)
- Non-native speakers of English should take the TOEFL examination and have the scores sent directly to us. Scores should also be reported informally on the application.

All prospective students are strongly encouraged to apply for graduate fellowships, such as those offered through the National Science Foundation (NSF) and other national agencies.

Please note that your application, transcripts, test scores, and letters of recommendation must be received by us no later than **February 1, 1997** in order to ensure consideration for admission for the Fall 1997 semester. Thank you for your interest in our graduate programs. If you have any further questions, please do not hesitate to contact us.

Checklist for Application Forms

Have you enclosed:

- Application Form
- Statement of Purpose
- Application Fee ($50 U.S.)
- Reply Cards(??)

Have you requested that these items be sent directly to Carnegie Mellon:

- Transcripts from **all** schools attended
- Three letters of recommendation
- Graduate Record Exam scores (general and subject area tests) (??)
- Test of English as a Foreign Language (TOEFL) scores (if required)

Mail all material to:

Admissions Coordinator
Language Technologies Institute
Carnegie Mellon University
5000 Forbes Avenue
Pittsburgh, PA 15213 USA

Questions?

Visit our World-Wide Web page: *http://www.lti.cs.cmu.edu/lti/*

We are also always happy to answer any questions by electronic mail.
Send inquiries to: *ltp@cs.cmu.edu*