

TIMELINE FOR APPLYING TO GRADUATE SCHOOL

**Note: Deadlines will vary for each school and year to year. Be sure to verify well in advance.*

18 months *before you hope to start classes (Spring of Junior Year)*

- Begin deciding if graduate school is an option and what area you might be interested in pursuing.
- Start researching schools using web resources.

12-14 months *before you hope to start classes (Summer between Junior and Senior Year)*

- Write to schools that interest you, request catalogs and application materials as well as information on financial aid.
- Use the summer to review the information received. Determine a strategy for which school to apply to (ex. 2 reach schools, 2 safe schools, 2 maybes).
- Begin studying for entrance exams. (Examples include GRE, MCAT, LSAT, GMAT)
- Ask a small group of friends to be your "Grad School Buddies" - those individuals who will ask how it is going and keep you accountable for deadlines.
- Draft your statement of purpose, determine your goals for pursuing study, your career goals, and how each particular program will help you accomplish those goals.
- Attend an open house sponsored by either the graduate program or the school.

9-12 months *before you hope to start classes (Fall of Senior Year)*

September

- Meet with faculty members to ask for recommendations for graduate school and for programs to consider.
- Ask for recommendations from faculty, staff and supervisors. Give recommendation forms to letter writers. Include an addressed, stamped envelope for each recommendation. Include a resume and draft of your personal statement for the recommenders and any deadline information.

October

- Take Entrance exams. (Examples include GRE, MCAT, LSAT, GMAT)
- Have faculty and Career Services review your statement of purpose. **PROOFREAD!**
- Mark application deadlines on your calendar. Remember financial aid deadlines may be earlier.

November

- Complete application forms, including those for financial aid. Photocopy everything!

December

- Request transcripts from all schools attended.
- Send in applications. Do not forget the application fee.

6-9 months *before you hope to start classes (Spring of Senior Year)*

January- April

- Call departments to make sure they have received your materials.
- Check with faculty to make sure they have sent in their letters.
- Contact schools for a visit to help in making your decision.
- By April, most schools will notify you of your status (accepted, provisional, waiting list, denied).
- Once you have received notification, decide which school to attend. Be sure to notify other schools so they can offer your spot to another student.
- If you are not accepted, consult with faculty and Career Services regarding your options. For example, working for a year, preparing for GRE and reapplying; applying to similar fields if you have not explored those options.