

Graduate School Timetable

PLANNING FOR THE FUTURE

- The Summer between Junior and Senior Year
- Visit school Web sites (or send for and read college catalogs). Gather applications for graduate school, assistantships, and financial aid.
- Request admissions and financial aid applications from the schools to which you plan on applying.
- Contact people at the institutions to which you plan to apply for useful information. They may be able to connect you with a current grad student who can answer some of your questions.
- Register for and study for the appropriate entrance examinations (e.g., GRE, LSAT, etc.).
- Check applications for deadlines.

September/October

- Take the entrance examinations.
- Start the process for getting your letters of recommendation.
- Start completing the applications.
- Begin writing the necessary essays for your applications (e.g., personal statement). Ask your faculty adviser or other faculty member to review your application essay.

November/ December

- Secure your letters of recommendation (remember, recommendation writers can get very busy and forget, so you must be diligent!) Collect or have individuals mail recommendation letters.
- Send out the admissions applications based on admission dates of specific institutions.
- Send in your completed application packets and be sure to keep copies of everything.
- Request registrar to mail official transcripts to graduate programs. (A final transcript will usually be necessary after you graduate.)
- Apply for aid available through the college/university: assistantships, fellowships, scholarships, etc.

January

- Check with schools to see if they have received materials, including:
 - Test scores
 - Letters of recommendation
 - Financial statements

February and on

- Wait to hear from schools on whether you are accepted.
- Continue to make contact with representatives from the schools to which you applied to check on the progress of your application.
- Apply for financial aid.
- Keep track of acceptances and rejections so you know which schools have and have not responded.
- Once you have accepted an offer, be sure to send thank-you notes to everyone involved (especially those who wrote letters of recommendation) for their support, assistance, and encouragement. Keep in touch with faculty.
- Finally, be sure to notify the schools you have declined, so that they can remove you from their system.