

Graduate & Professional School Timetable

The summer between Junior & Senior Year (it's best to start early)

- Visit school websites and 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 get you in contact with a current grad student who can answer some of your questions.
- Register for and study for the appropriate entrance examinations (e.g. GRE, LSATS, 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 essays for your applications (e.g. personal statement). Ask your faculty advisor or other faculty member to review your application essay.

November/ December

- Secure your letters of recommendation (remember, professors get very busy so ask ahead of the deadlines) Collect or have individual's submit recommendation letters.
- Submit the admissions applications
 - Per admission dates of specific institution
 - Send in your completed application packets
 - Request registrar to mail official transcripts to graduate programs.
- Apply for aid available through program; assistantships, fellowships, scholarships etc.

January

- Check with each school 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 were accepted.
- Continue to make contact with representatives from the schools to which you applied
- Apply for all forms of financial aid.
- Keep track of acceptances and rejections so you know who you have and have not had a response.
- 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.
- Finally, be sure to notify the schools you have declined so that they can go to their waiting list.