

Checklist for Choosing and Applying to a Graduate School

Before Your Junior Year

	Evaluate your career goals. Why do you want to go to graduate school? What field is the best fit?
	Research schools, programs, and degree options
	Become aware of which entrance exams you will need to take (GRE, LSAT, GMAT, MCAT, PCAT, etc.) and their format
	Begin preparing for the exams (self-study, tutoring, etc.)
	Participate in undergraduate research opportunities (lab work, conferences, etc.)
	Apply for grants or scholarships that support undergraduate research
	Maintain excellent academic performance
	Develop strong professional relationships with your undergraduate faculty

At the End of Your Junior Year

	Select 5-6 schools that you will apply to and learn their deadlines and application requirements
	Take any required admissions tests and have scores sent to your chosen schools
	Begin writing your personal statement and updating your CV
	Explore funding opportunities and clarify the TA/RA application process and deadlines with your chosen schools

Before Your Senior Year/The Beginning of Your Senior Year

	Choose at least three professors to write letters of reference. Provide them with a packet explaining your career goals, the requirements of the letters, and addresses
	Familiarize yourself with the faculty and their research interests at your chosen schools
	Contact these faculty and introduce yourself. Note in your application any specific faculty you would like to work with
	Complete the other application materials, including requesting undergraduate transcripts, for your chosen schools (at least a month and a half before the official deadline)
	Complete any additional applications for TA/RA positions or other funding opportunities
	Confirm with your chosen schools that they received all of your application materials (check several weeks before the actual deadline so you can solve any problems)

During Your Senior Year

	Monitor the progress of your applications by keeping in touch with your chosen schools
	Consider visiting those schools where you are accepted
	Make your final decision and inform your letter writers (write a thank you note!) and other schools that accepted you
	Consider which faculty at your new school you would like on your committee
	Continue to apply for any relevant funding opportunities
	Enjoy the summer before graduate school!