

# GRADUATE SCHOOL TIMELINE

## Summer before Senior Year

- Research schools and academic programs.
- Research program costs and financial aid.
- Request applications and school materials.
- Check application deadlines.
- Take test prep courses or obtain study materials.
- Draft personal statement.

## Early Fall of Senior Year

- Go to Writing Center to get personal statement revised.
- Prepare application packet:
  - Ask for letters of recommendation in a sealed and signed envelope.
  - Determine deadlines for your recommendation letters (at least 2 weeks before you would like to mail your packet).
  - Print resume on resume paper.
  - Finalize your personal statement.
  - Request at least two transcripts (from all schools attended) per application being sent.
  - Stamp and address envelopes.
- Register for and take the required admission exams.
- Request financial aid materials.

## Late Fall of Senior Year

- Complete application (online or on paper).
- Make copies of all materials.
- Finalize application packet and mail.
- Mark your calendar with mailing date in order to track shipping and progress.

## Winter Break of Senior Year

- Fill out and send financial aid forms (often due before the application deadline).



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- Check with schools to make sure your file is complete.

## **Spring Senior Year**

- Wait for responses from schools.
- Solidify financial aid plans.
- Visit schools where you are accepted.

## **Make a decision**

- Send a deposit to your chosen school.
- Notify other institutions that you will not be attending so they can offer the spot to someone else.
- Send a thank you note to those who wrote you a recommendation letter and inform them of your choice.
- Begin looking for Graduate Assistant positions at your school of choice.
- Begin making a graduate education plan and choosing fall classes.

*Graduate School Timeline*, Career Center, Moravian College, Pennsylvania. Retrieved from <http://home.moravian.edu/public/career/students/gradschool/grad-school-timeline.html>