



## GRADUATE SCHOOL APPLICATION PROCESS

### Phase 1: Self-Reflection & Discovery

Questions to answer: *Why do I want to attend graduate school? Why am I pursuing an advanced degree in this field? How is graduate school a pathway to my goals?*

- Have conversations with people who know you well, as well as with professionals, faculty members, and current graduate students who can help you to understand the benefits or challenges of pursuing graduate study
- Meet with a Career Center coach to see how graduate school fits your professional goals
- Use these tools:
  - Wandering Map, Graduate School Diamond, and other Career Center tools/inventories

### Phase 2: Develop a Plan & Research

Questions to answer: *What schools have programs that “fit” my desired professional & academic goals? What are my needs and desires for student life, financial aid, and location of study? Of these factors, what considerations are most important to me?*

- Use these tools:
  - Online graduate school listings
  - Graduate School Comparison Worksheet and Graduate School Comparison Excel Spreadsheet (Use these to document your research)
  - Speak with faculty you admire

### Phase 2: Develop Connections

Questions to answer: *Have I made contact with at least one person involved in the program’s operation or admission for each program I am applying for? What are the experiences of people in the program?*

- Reach out via phone calls or email with professors, program directors, admissions office, and current graduate students
  - Ask if you be put in contact with a current graduate student when you reach out
  - Talk to CC about what questions to ask
- Attend in-person or online information sessions
- Take advantage of any opportunity to get on campus, where you can: observe a class, take a tour, meet with admissions, meet with professor, have coffee with a current student, etc.



### Phase 3: Design Application

Questions to answer: *Are my application components complete? Can I submit on time? Have I submitted additional applications on time for scholarships or financial aid?*

- Reach out for recommendation letters early
- Use a Graduate School timeline to check off requirements and stay on track
- Pay close attention to deadlines for components of application, and for additional applications (i.e. scholarship, financial aid applications)
- Assemble a personal statement review team—ask your peers, mentors, professors for help
- Have personal statements reviewed by Writing Studio staff and Career Center coaches

### Phase 4: Deliver Your Talents to the School that Fits You Best

Questions to answer: *Have I followed up on any outstanding application components? After receiving my admissions decisions, which option most aligns with my goals & important factors/values/needs? What did I learn about my goals, values, and abilities through this process?*

- Confirm that an official transcript will be sent to the school, if necessary
- Discuss options with a Career Coach, faculty mentor, or professional mentor
- Follow up with thank you notes or emails to all recommenders
- Dig further: find ways you’d like to get involved on campus—clubs, activities, local organizations in the city