

## GRADUATE SCHOOL TIMELINE AND TO DO LIST

Below is a suggested timeline for you to use in planning for the graduate school application process. We strongly encourage you to visit the CEO, as early as you would like, to start discussing your thoughts and ideas about graduate school.

### JUNIOR YEAR (SPRING)

- Establish criteria for identifying graduate programs and schools using the resources and staff of the CEO.
- Continue developing relationships and seek experiences with faculty and staff who can help you define your interests and strengthen your application. Ask faculty for recommendations on programs and schools as well.
- Research different graduate school programs through their websites and CEO resources.
- Begin studying and take practice admissions tests.
- Record your accomplishments/experiences in a resume or portfolio. Collect samples of your work for a portfolio (if applicable).

### JUNIOR/SENIOR YEAR (SUMMER)

- Register for and complete admissions tests (if applicable).
- Visit campuses and meet with students and faculty.
- Refine and focus your list of schools.
- Research options for national scholarships, fellowships and financial aid.
- Explore financial aid options available at your schools of interest. This could include research/teaching assistantships or grants.
- Complete the FAFSA to be considered for federal financial aid. Some schools may use this to determine institutional aid.
- Begin drafting your admissions essay. See the Tips for Writing a Personal Statement handout for more information.
- Decide who you will want to ask for letters of recommendation (3-5 are required by most programs).

### SENIOR YEAR (FALL)

- Establish and maintain a system of tracking your application process and status at different schools. Document each item needed, record any unique personal statements prompts, and work on applications based on deadlines.
- Finalize your list of schools and complete online applications.
- Prepare and distribute packets of information for each person writing you a letter of recommendation. This packet should include your resume, any paperwork or passwords required by the schools, addressed and stamped envelopes (if needed), and a brief description of each program to which you're applying. See Letters of Recommendation handout with more information.
- Have your personal statement reviewed by the CEO, Writing Center, and/or faculty.
- Request official transcripts from Student Administrative Services.
- Apply for any national fellowship competitions of interest. Go to the CEO website > For Students > Graduate School > Financing Graduate School

### SENIOR YEAR (SPRING)

- Contact all schools or check online to confirm receipt of application materials and status of application.
- Keep references up to date on the status of your application.
- Visit all programs of acceptance and evaluate offers.
- Notify all accepted and rejected schools.
- Apply for any scholarships/fellowships for which you are eligible through Goucher. Go to the CEO website > For Students > Graduate School > Financing Graduate School

### SENIOR (SUMMER)

- Take courses that will give you a head start in your graduate program or will allow you to satisfy academic deficiencies.
- Share your success. Keep in touch with and thank everyone who provided support, encouragement and assistance.
- Enjoy your success and your summer.

## GRADUATE SCHOOL RESOURCES

For the most current list of resources, please visit the CEO website for information about the entire graduate school application process. From the CEO home page, go to **For Students > Graduate School**. In this section you will find the following:

### Locating Programs and Application Resources

Please note that there is not one definitive source for ranking programs and schools. Determine the criteria that are used and then compare with your own personal criteria.

### Researching International Graduate School

The CEO shares several resources to explore graduate school in specific geographic locations as well as general resources.

### Financing Graduate School

The CEO also has compiled various resources that can help you discover ways of financing your graduate education. This section offers information on financial aid, assistantships, and nationally competitive fellowship competitions.

### Testing Information

Information on most graduate and professional school tests is available in the CEO and online.

- Graduate Record Exam (GRE)
  - GRE general tests are administered on computer. Visit the GRE website for information on scheduling a test near you.
  - GRE subject tests (Biochemistry, Cell and Molecular Biology; Biology; Chemistry; Literature in English; Mathematics; Physics; Psychology) are still administered by paper and pencil. Please check the GRE website for dates, times, and locations.
- Law School Admissions Test (LSAT)
  - LSAT is administered as paper and pencil. Visit the LSAC website for dates, times, and registration procedures.
- Graduate Management Admission Test (GMAT)
- Medical College Admission Test (MCAT)
- Dental Admission Test (DAT)

## LIBRARY RESOURCES

The Goucher College library hosts a selection of materials that can aid in your search for schools. Resources include guides for finding programs, crafting your essay, tips on balancing academic course loads, and more. For a list of titles, visit [library.goucher.edu](http://library.goucher.edu) or ask a librarian for assistance.

The Career Education Office also strongly encourages you to visit with your faculty members to get their advice and insights on programs and your candidacy. The CEO is happy to help with any part of the research and application process, so please schedule an appointment with a counselor.

**For other tips & questions contact the CEO at 410-337-6191 or  
visit the CEO website at [www.goucher.edu/CEO](http://www.goucher.edu/CEO)**

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