



PREPARING FOR GRAD SCHOOL CHECKLIST

Preparing for graduate school is an important process that requires careful planning and organization. Here are ten steps to help you get ready:

Define Your Goals

- **Determine Your Purpose:** Figure out why you want to attend graduate school (e.g., career advancement, research opportunities, personal growth).
- **Identify Your Interests:** Narrow your academic and professional interests to choose the right program.

Build Relationships with Mentors.

- **Seek Guidance:** Connect with professors, advisors, or professionals in your field.
- **Request Recommendations:** Identify mentors who know your abilities and potential so that they can write strong letters of recommendation.

Develop Your Academic and Professional Profile.

- **Gain Relevant Experience:** Engage in internships, research, or work experience related to your field.
- **Develop Skills:** Build skills in writing, critical thinking, and any technical areas relevant to your field.

Research Graduate Programs.

- **Program Fit:** Look for programs that align with your interests, career goals, and values.
- **Faculty Research:** Explore faculty members whose work resonates with your goals.
- **Program Requirements:** Check application prerequisites, curriculum, funding opportunities, and program outcomes.

Create a Timeline.

- **Set Deadlines:** List application deadlines for each program.
- **Schedule Tasks:** Include test dates, essay writing, and transcript requests.

Take Required Tests.

- **Prepare for Exams:** Study for any standardized tests required for your program (e.g., GRE, GMAT, LSAT, MCAT).
- **Plan Ahead:** Register early to ensure you have time for retakes if needed.

Gather Application Materials.

- **Write a Statement of Purpose:** Craft a compelling narrative about your goals, experiences, and reasons for choosing the program.
- **Update Your Resume/CV:** Highlight relevant academic, professional, and extracurricular experiences.
- **Request Transcripts:** Ensure all required transcripts are sent on time.

Network with Current Students and Alumni.

- **Ask Questions:** Reach out to current students and alumni to learn about their experiences.
- **Attend Events:** Participate in open houses, information sessions, or webinars hosted by the program.

Seek Financial Aid and Scholarships.

- **Research Funding:** Explore assistantships, fellowships, scholarships, and grants.
- **Prepare Applications:** Write essays or proposals for funding opportunities.

Submit Your Application Materials

- **Avoid last-minute issues:** Submit your materials at least a couple of days before any posted deadlines. Check for priority deadlines that increase the likelihood you will be offered admission.