

Application Checklist



Keep in mind...
This is a suggested timeline - your individual deadlines may vary depending on your graduate school program.

Junior year and Senior summer

- Determine which type of graduate program best fits your career goals
- Research specific graduate programs of interest. Look at admissions & financial aid applications
- Prepare for needed entrance exams. Plan to take exams in Summer and/or early Fall
- Take required examinations (may also take again in Fall)
- Attend the Grad School Fair

Senior year

September

- Continue researching graduate programs of interest
- Find out when graduate transcripts must be sent and what other materials are required
- Check applications for specific deadlines
- Register for required entrance exams

October

- Talk to graduate recruiters visiting the campus or in the area
- If possible, visit the schools in which you are interested. Talk with admissions staff, department faculty, and/or current graduate students
- Request needed letters of recommendation
- Write personal statement

November

- Begin preparing your financial aid application. These are often required at the same time or earlier than admissions applications

December

- Some admissions applications might be due this month
- Check on your transcripts and letters of recommendations to see that they have been sent

January

- Last chance to take the required tests for Fall admissions (it may be too late for some schools)
- Check with each school to see that they have received all materials, including test scores and financial statements.

February (or after sending off applications)

- Wait to hear whether you have been accepted
- Continue to make contact with representatives of the schools to which you applied and check on the progress of your applications

Store Your Letters of Rec Online

Avoid losing letters or asking professors to write letters to numerous schools by storing your letters online.

The UCI Career Center has partnered with Interfolio to better meet your letter of recommendation and placement file needs. Visit www.interfolio.com for more information.

Career Center Resources

- Grad School Advising
- Literature on Admissions, Sample Essays, and more
- *Applying to Grad School* Workshop
- *Pre-Law Advising Workshop*
- GRE, GMAT, LSAT, & MCAT test information
- Grad School Fair (Fall Quarter)
- Law School Fair (Fall Quarter)
- Health Professions School Fair (Spring Quarter)

If You Don't Get Accepted

Talk to a career counselor to determine some reasons why you were not accepted, and decide if you should revisit your goals. Don't give up - students are sometimes accepted on their second or third try, or even later.

School/ Program	Application Deadline	Fee	Transcripts	Letters of Rec.	Test Date /Score	Statement of Purpose	Financial Aid/ loans/\$	Housing	Contact Person	Important Facts	Complete /Date Sent	File Check