

Application Checklist

www.career.uci.edu

Sample Timeline

Junior Year and Senior Year

- Determine which type of graduate program best fits your career goals
- Research specific graduate programs of interest. Look at admissions and financial aid applications
- Take required examinations (may also take again in fall quarter)
- Attend the Graduate and Professional 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 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 recommendation 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 the materials, including test scores and financial statements

FEBRUARY (or after sending off applications)

- 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

Keep in Mind...

This is a suggested timeline – your individual deadlines may vary depending on your graduate school program.

Store Your Letters of Rec Online

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

Try services like Interfolio (interfolio.com)

Career Pathways Resources

The Division of Career Pathways offers one-on-one graduate school advising, workshops detailing the process of applying to graduate or law school, graduate school fairs, and more! Visit career.uci.edu for details.

If You Don't Get Accepted

Talk to a career counselor to discuss 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 later!