Graduate School Application Timeline for Undergrads

**Junior Year - Fall**
- Research schools and programs. Use Peterson’s Guides in Career Services or at [www.petersons.com](http://www.petersons.com).
- Consult with faculty/advisors about your interests and the nature of grad study you might like to pursue.
- Obtain application forms, grad school catalogs, and financial aid information. Note deadlines.

**Junior Year - Spring**
- Begin to approach faculty and/or professionals who know your work for recommendation letters.
- Register and begin preparing for appropriate graduate admissions tests.

**Summer after Junior Year**
- Take required graduate admission tests (GRE, LSAT, GMAT, MCAT, etc.) Know deadlines and minimum time needed for scoring.
- Request applications, handbooks/bulletins, and financial aid information from all schools of interest.
- Talk to admissions staff, students and faculty at programs of interest. Look at the faculty’s research interests.
- Begin drafting application essays in time to get feedback from Career Services and advisor(s) before applying.
- Gather information about financial aid resources, including assistantships (teaching, research, administrative), scholarships, and fellowships.

**Senior Year - Fall**
- Obtain additional letters of recommendation from faculty and/or professionals with whom you have worked.
- Request that recommendation letters be mailed at least three weeks before any application deadline, to ensure they are processed by the deadline.
- Mail completed application materials, including financial aid packages. Application materials generally include:
  - Application Form
  - Admissions test reports (sent by the testing service to schools you specify)
  - Transcripts – request that your college mail them directly to the graduate institution or you may get copies issued to you and you can mail them with your application.
  - Letters of Recommendation (if not sent by the recommender)
  - Application Essays/Personal Statements (see handout in the Career Services office)
  - Other materials requested.
- For financial aid, be sure to complete the needed applications. Check with each school for financial aid application requirements and forms.

**Senior Year - Spring**
- Follow-up to check the status of your application.
- Visit institutions of interest (optional) to help evaluate your options.
- Interview, if needed.
- Choose among schools. Be prepared to consider multiple offers. How will you decide? Also prepare for the possibility that you may not get any offers. What is your contingency plan?
- Once accepted to a program, notify other institutions of your choice.
- Send thank-you notes to those who wrote you recommendation letters, informing them of your plans.

---

Career Services & Cooperative Education Center, University of Massachusetts Lowell
450 University Crossing | O’Leary Library
**Phone:** 978-934-2355 | **Email:** career_services@uml.edu | **Web:** http://career.uml.edu