**Graduate School Info Sheet**

**Questions to ask yourself**

* How will you finance your education?
* What programs are of interest?
* What institution will you attend?
* What opportunities will be available to you after you finish your degree?
* Does your intended profession require a graduate degree?
* How competitive are the programs?
	+ Is the program accredited?
* What size of program fits you best?
* Do you prefer structure or flexibility in your area of concentration?
* What will it cost?
	+ Tuition and fees
	+ Living expenses
	+ Duration of program and loss of income
	+ Assistantship opportunities

**Selecting a Program**

* Identify programs
	+ Faculty members at Lourdes University
	+ Read articles, papers, journals
	+ Check Professional Associations
	+ Joined LinkedIn groups
	+ www.gradschools.com
	+ www.petersons.com/graduate-schools.aspx
* Research programs
	+ www.petersons.com/graduate-schools.aspx
	+ Program websites
	+ Meet with faculty members
	+ Speak with alumni and current students of the programs you are considering
* Things to consider
	+ Masters vs. PhD program
	+ Area of Study
	+ Programs offered
	+ Focus of programs
	+ Faculty Research
	+ Location of Program
	+ Size of Program

**Graduate School Timeline**

* Junior Year
* Identify and research potential programs
* Determine requirements
* Visit schools of interest, if feasible
* Begin application materials
* Identify individuals to write letters of recommendation
* Study for graduate admissions test
* Identify sources of financial aid
* Senior Year
* Finish your application materials
* Update your resume
* Ask individuals to write letters of recommendation
* Take graduate admissions test, if you have not already
* Prepare for interviews
* Follow up

**Application Components**

* Personal Statement
* Resume
* References
* Application and Fees
* Transcripts
* GRE, GMAT, LSAT, MCAT, and other graduate admissions tests

**Personal Statement Tips**

* Characteristics or skills
	+ How does this characteristic or skill set me apart from other applicants?
	+ What are past experiences and achievements that illustrate this characteristic or skill?
	+ How do these experiences and achievements translate into successful completion of Graduate school?
	+ How does this link to the institution and program?
* Goals
	+ Short-term and long-term and their connection
* Common Mistakes
	+ Errors: spelling, grammar, style
	+ Using generalities and clichés
	+ Summarizing your resume
	+ Discussing sensitive or inappropriate topics
	+ Providing irrelevant details
	+ Being cute

**Resumes**

* Update it annually (Visit Career Services to help you!)
* Share it with your references
* Share it with potential faculty members
* Use it to apply for graduate assistantships

**Letters of Reference**

* Choose reference writers who know you well and can attest to your abilities, accomplishments, and character
* Ask a potential reference if s/he would write you a strong letter of reference
* Provide adequate time for your reference
	+ Consider the time of the semester
* Communicate all the information – deadlines, format, content, etc.

**Test Prep**

* <https://www.petersons.com/graduate-schools/gre-test-description.aspx>
* <http://www.kaptest.com/>
* <https://www.ets.org/>