**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/>