

The Application Process

Most applications consist of six parts:

- 1) Application form
- 2) Personal statement
- 3) Transcripts
- 4) Letters of recommendation
- 5) Test scores GRE, LSAT, MCAT, GMAT
- 6) Financial Aid forms.

Start early. Most schools have application deadlines well in advance of the entrance date. Financial aid deadlines are frequently different from and earlier than the application deadline. Register for tests well in advance of when scores are requested.

Most schools will want two to three letters of recommendation. Provide those who have agreed to write a letter for you with information about you and why you want to attend a specific school. Include information about the school you are considering and supply the date by which you need the letter sent (allow 3-4 weeks in advance of deadline). Provide writers with forms as needed and pre-addressed, stamped envelopes. Send a thank you note to those that have recommended you.

Career Services

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**Lebanon Valley College
CAREER SERVICES**

Getting Started

Graduate School & You



www.lvc.edu/career

Selecting Schools

Finding a “best-fit” graduate school requires establishing criteria that are important to you. Some aspects you may wish to consider are:

- Kinds of employment of alumni of the program; Versatility of degree
- Attrition (% of students who drop out of the program)
- Depth and diversity in the faculty; Faculty publications; Availability of faculty
- Internships/Assistantships; Fellowships/Funds
- Accreditation
- Assistance in finding a job
- Admission preferences
- Demographics: school size, geographic location, cost of living, culture, transportation

In addition, it is a good idea to talk with alumni and current students of the graduate school for their input and perspectives. Visit the institution to gain first-hand information, to meet with faculty, and to see the facilities. Check out the town, including options for living. Prepare questions and topics you wish to discuss in advance of your visit. This will save you time and will make a good impression.

SUGGESTED TIMELINE FOR GRADUATE SCHOOL

PREPARATION

Junior year (Fall and Spring)

- Research areas of interest, institutions, programs
- Talk to advisers about application requirements
- Register and prepare for appropriate graduate/professional school
- admission tests
- Investigate national scholarships
- If appropriate, obtain letters of recommendation

Junior year (Summer)

- Take required admission tests
- Write for application materials
- Consider visiting institutions of interest
- Write your application essay

Senior Year (Fall)

- Obtain letters of recommendation
- Take graduate/professional school admission tests
- Send in completed applications
- Register for Graduate and Professional School Financial Aid Service (GAPSFAS), if required

Senior year (Spring)

- Check with all institutions before deadline to be certain your file is complete
- Visit institutions that accept you
- Send a deposit to the institution of your choice
- Notify other schools of your decisions to NOT attend
- Send thank you notes to individuals that wrote letters of recommendation for you; notify them of your success.

This timetable represents the ideal for most students.

Adjust the timetable accordingly to meet institutional deadlines.

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