

Reflect

- Consider career aspirations, current experiences, values, etc.
- Decide whether it is time to apply for graduate school, a post-bacc, neither
- Consider your own timeline:
 - How many schools are you applying to?
 - What does your fall schedule look like?
 - How long do you need to write?

Jan

Feb

Mar

Apr

May

Contact Potential Mentors

- Check PI’s websites to see who is accepting students
- Reach out to potential mentors if they list being open to emails

June

July

Request Letters

- Request recommendation letters
- Provide letter writers with the deadlines to submit letters, information you would like them to include
- Ask mentors about your current school list and see if they would recommend other programs/PI’s

Aug

Sept

Submit Transcripts/GRE

- Request transcripts/GRE scores at least 4-6 weeks before deadline (there can be delays!)

Oct

Remind Recommenders

- Check to see if your letters of recommendation have been submitted
- ~1-2 weeks before deadline, potentially day before if haven’t heard from them

Nov

Dec

Investigate

- Read papers of mentors you would be interested in working with
- Look on website of schools/programs you would consider
- Examine program requirements and differences (GRE, accreditation, funding, etc.)
- Study and take the GRE if applicable

Narrow List

- Refine list of programs and potential mentors
- Discuss appropriate number of applications with current mentors (this number varies considerably with some recommending 10-15, with others recommending 20+)

Compile Materials

- Create general outline/idea for Personal Statement/Statement of Purpose (see example statements [here](#))
- Compile relevant education, experience, etc. in a [CV](#)

First Draft

- Finish first drafts of your statement and CV
- Get feedback from others

Finalize Materials

- Tailor statements to each program
- Finalize CV

Submit Applications

- Keep an eye on deadlines!
- Aim to hit priority/early deadlines
- If applicable, apply for application fee waivers at least a few weeks before (find USC’s [here](#))