Graduate Application Tip Sheet

Recommendation:
Select a professor/mentor who knows you
Positive, yet honest review
Give recommender 2-4 weeks minimum notice and tell them your app deadline

Resume/Curriculum Vitae
Volunteer
Get involved with research (professor/mentor)
Internship(s)
Check grammar, spelling & punctuation
List related job duties at 1st

Personal statement
Research the program, school & university; address why this school & program
Grab attention
Check grammar, spelling & punctuation
Proofread; ask professor/mentor to proofread

Prerequisites
Verify the courses count before applying
Plan into your last year(s), if possible

Entrance exams – Scores valid 5 years from test date - Prep early, practice daily, Plan to study for 1-3 months
GRE – Graduate Record Exam – www.ets.org/gre/
Most common (except business, law, med, dental, pharmacy, optometry)
$205
Retake every 21 days, up to 5 times in 12-month period
Prep resources:
www.ets.org/gre
www.kaptest.com/gre
www.princetonreview.com/gre
www.gre.magoosh.com

GMAT – Graduate Management Admission Test – www.mba.com
Most common for business schools
$250
Retake every 16 days, up to 5 times in 12-month period
Prep resources:
www.mba.com
www.kaptest.com/gmat
www.princetonreview.com/gmat
www.gmat.magoosh.com