

OK-LSAMP-STEM



Graduate School Preparation Application Timetable

Junior Year

August-September

- Identify potential referees: list 4 persons you will ask to write you letters of reference.

- Begin search of graduate schools: list 10 schools you will research and obtain more information on.

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- Begin search for financial aid: list 4 sources you will research and obtain information on.

October-December

- Continue graduate school research: Narrow 10 schools down to your top 5

- Develop Graduate Portfolio

1. Write 1st draft of Statement of Purpose and submit for review (suggestions: mentor, Campus Coordinator, faculty)

Date completed _____

Submitted to _____

Date Returned _____

2. Develop 1st draft of Resume and submit for review

Date completed _____

Submitted to _____

Date Returned _____

January-May

- Begin GRE preparation

Date began classes _____

Date completed classes _____

Date scores submitted to Campus Coordinator_____

Submit final portfolio for review

1. Write 2nd draft of Statement of Purpose and submit for review

Date completed_____

Submitted to_____

Date Returned_____

2. Develop 2nd draft of Resume and submit for review

Date completed_____

Submitted to_____

Write master draft of Essay for financial aid applications and submit for review

Date completed _____

Submitted to _____

Date Returned _____

Apply for fellowships, etc. (list source, deadline, and date application was submitted)

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Arrange for transcripts to be sent to each program to which you apply

November-December

Prepare recommendation writers – take necessary forms, resume or brief biography, transcript, etc. (list 4 referees and dates necessary information was delivered)

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Last chance for GRE Test or subject tests

January

Mail applications to top 5 schools before deadline (list school and date mailed)

_____	_____
_____	_____

_____	_____
_____	_____
_____	_____
_____	_____

Keep track of postcards confirming receipt of application

February

Confirm letters have been received (list referee and date letter was received by school)

School

—

Referee 1 _____ Date

Received _____

Referee 2 _____ Date

Received _____

Referee 3 _____ Date

Received _____

School

—

Referee 1 _____ Date

Received _____

Referee 2 _____ Date

Received _____

Referee 3 _____ Date

Received _____

School

—

Referee 1 _____ Date

Received _____

Referee 2 _____ Date

Received _____

Referee 3 _____ Date

Received _____

School

—

Referee 1 _____ Date

Received _____

Referee 2 _____ Date

Received _____

Referee 3 _____ Date

Received _____

School

—

Referee 1 _____ Date

Received _____

Referee 2 _____ Date

Received _____

Referee 3 _____ Date

Received _____

Prepare for admissions interviews

Fill out the Federal Student Aid application

March-April

- Inform references & OKAMP of outcomes of applications
- Visit schools to which you've been accepted
- Notify the program of your acceptance
- Notify the programs that you're declining