TIMELINE FOR APPLYING TO GRADUATE PROGRAMS
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Graduate school applications are due during the fall prior to the academic year you begin graduate school. **Fellowship application deadlines precede graduate admission application deadlines by about a month.** It is important to have each application—and all its parts—arrive on time!

**JULY:** Get practical information about the GRE and to register for the tests go to: http://www.gre.org. For most graduate programs, you will need to take both the general GRE and a subject test. It is best to take the tests by November of the year before you plan to attend graduate school. December test results get to some schools too late for consideration. You generally need to register well in advance, at least a month prior to the test. Check out the Berkeley Edge website and consider applying for the Pre-Application and Recruitment Conference: http://ls.berkeley.edu/bep/conference

**AUGUST:** Start preparing for the GRE tests. Start reviewing websites of the graduate programs that interest you. Select four faculty members to approach for letters of recommendation. If you are in a summer program, ask your research mentor for a letter and for suggestions about where to apply for graduate school.

**SEPTEMBER:** Study for the GRE. Most graduate and fellowship applications are available online. For others that interest you, contact graduate programs and fellowship programs to request application packets. Draft a statement of purpose. **Request letters of recommendation.** Deliver a packet of material to each faculty member who will write you a letter. Include your drafted statement of purpose; recommendation forms; addressed, stamped envelopes; a list of the schools and fellowships to which you are applying and the deadlines for receipt of letters.

**OCTOBER:** Take the general GRE test. Complete applications for fellowships. Request letters of recommendation. Ask faculty for their advice about suitable graduate programs.

**NOVEMBER:** NSF Fellowship applications are due early in November. Take the subject test. Complete application packets for graduate schools. Berkeley’s online application is at: http://www.grad.berkeley.edu/. Pick up letters of recommendation from faculty.

**DECEMBER:** Follow up with any professors who are writing their letters at the last minute.

**JANUARY:** You may hear that an application is incomplete. Follow up and get the missing pieces in immediately.

**FEBRUARY:** You may start to hear back from the schools to which you applied. Plan visits to those schools. Ask if they will pay for the expense of traveling to visit the school. Some schools will pay your airfare in part or in full and some will arrange for you to stay with a graduate student or pay for your hotel room for a short visit. Sometimes the expenses of a prospective student visit will be paid only when requested, so you have to ask.
**MARCH:** You should hear from all schools to which you applied by 3/15. *Visit as many of the schools that have accepted you as you can.* See the handout on “What to Ask About Graduate School.”

**APRIL:** *Accept an offer.* Congratulations!