



career guide

graduate school worksheet

ASU Career Services offers a comprehensive on-line Career Guide designed to help you evaluate career options, learn about internships and launch your career. The Career Guide includes detailed information about cover letters and resumes, interviewing, business etiquette, portfolios, graduate school admission processes, effective job and internship search strategies and more. Visit The Career Guide at asu.edu/careerguide.

Choosing to attend graduate school as part of your career path is a complex process. First, determine if graduate school is right for you at this time or in the future. If so, ensure you choose the best program for your needs and prepare to submit a strong application.

Is graduate school right for me?

Why graduate school?

1. What type of graduate or professional program do you want to pursue?
2. How do you envision that this program will help you progress in your professional goals?
3. How do you envision that this program will help you progress in your personal or educational goals?

When can enroll?

1. When would you like to start a graduate program?
2. What are the pro's and con's of starting a graduate program right after finishing your undergraduate degree versus applying after obtaining professional experience?

I am ready for graduate school, now what?

Research a range of programs.

1. Review a list of schools and programs in your academic area. What are the five schools that are highest on your list? Why have you ranked these programs highly?
2. What are five more schools that are still attractive even though they are not your highest priority? What is appealing about these schools?

Consider your strengths as an applicant.

1. What are your strongest assets as an applicant? Consider factors such as academics, standardized tests, and extra-curricular involvement.
2. What are your potential weaknesses as an applicant? How can you improve on these areas of weakness?

Preparing your applications.

1. When are your applications due? Most graduate programs require applications be submitted no later than January for a fall start date. Some programs such as Medical School require much early application submission dates.
2. When are you going to take your graduate admission exam for your chosen program? Some exams such as the GRE and GMAT can be taken any time. Other exams such as the LSAT are only offered at certain times during the year.
3. When and how are you going to ask faculty members and other professional contacts for letters of recommendation? You should typically allow one month for someone to write a quality letter.
4. When do you want to begin and finish writing your personal statement? This is really the only piece of the application in which you have complete control. Take your time and get feedback from people you trust throughout the process.