

6 Steps for Applying to Grad School

1. CHOOSE PROGRAMS

When: 3-6 months prior to deadlines

Identify 4-6 programs that align with your goals and familiarize yourself with their application deadlines and requirements. If necessary, talk with an advisor to determine if graduate school is the right next step for you.

For more detail see: ["What Are My Grad School Options?"](#)

2. TAKE REQUIRED STANDARDIZED TEST

When: 3-6 months prior to deadlines

Can include but is not limited to GRE, GMAT, TOEFL, or IELTS. Tests should be completed AT LEAST one month prior to submitting your application, though many students choose to take their tests during the summer prior to the application deadline to have time to prepare and retake if necessary.

3. POLISH RESUME/CV

When: 2-3 months prior to deadlines

Tailor your resume to reflect the skills desired in the programs you are applying to. Get feedback from CDO advisors and professors before submitting, and provide a copy to your recommenders to freshen their memory of your experience.

For more detail see: [Resume Writing Resources](#)

4. WRITE PERSONAL STATEMENT

When: 2-3 months prior to deadlines

Your personal statement should include why you want to pursue grad school, why you want to attend the school you are applying to specifically, what research you are interested in, and how the program ties into your long term goals. Get feedback from CDO advisors and professors before submitting, and provide a copy to your recommenders to help them understand your goals.

For more detail see: ["Your Grad School Personal Statement"](#)

5. REQUEST LETTERS OF RECOMMENDATION

When: 1-2 months prior to deadlines

Grad schools usually require 3 letters of recommendation. Good recommenders include professors, PIs, supervisors, or advisors.

For more detail see: [Asking For References](#)

6. REQUEST TRANSCRIPTS

When: 1 month prior to deadlines

Order your transcript through the BU Student Link. If you have any questions contact the registrar.