

# *Senior Year Graduate School Checklist*

*by Economics Career Services*

Are you looking to further your education beyond undergrad? Planning for grad school can be stressful, but is necessary to get into a good program. This checklist from Economics Career Services is designed to show steps you can take the fall semester of your senior year to get into the graduate school of your choice.



# August/September

Make sure that you have all of the required application materials for your intended programs

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Write your statement of purpose/application essays

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Ask your recommendation writers: give them all necessary application details, a run-down of your intended programs, and a copy of your resume

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Track everything that you need specifically for the application process, including deadlines, required materials, recommendation writers, admissions office contacts, and decision deadlines on your spreadsheet

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# October

Fill out graduate school applications. Set aside time to do this each week or day, so that you don't rush and make mistakes/feel overwhelmed

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Complete your essays in a timely manner. Make a schedule in advance to ensure that you don't have to write multiple essays in one week

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Follow up with your recommenders to make sure they have everything they need and that they're ready to submit their letters

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Request transcripts from any undergraduate institution(s) you have attended or currently attend

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# November

Go over your applications and check for mistakes

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Ensure that all of your information is entered correctly

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- Name
  - Contact information
  - Education History
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Proofread your essays

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- Send out to friends, faculty, writers workshop advisors, anyone who would be willing to look at your essay for peer reviews
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Prepare your application fees and make sure you have enough money to cover them all

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Email [econ-careers@illinois.edu](mailto:econ-careers@illinois.edu), or make a career advising appointment with Economics Career Services if you have any lingering questions pertaining to your applications

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