

# Graduate & Professional School

## STUDENT PLANNING GUIDE



**Purchase College** | Career Development Center

EXPLORE. DISCOVER. SUCCEED.



# Graduate School & Professional School

Many students choose to pursue graduate and professional school to further their knowledge and to enhance their careers.

By meeting with a career counselor at the Career Development Center, you will receive help with focusing on appropriate graduate and professional school programs to achieve your educational and career objectives. The Career Resource Center has graduate and professional school directories and guides that describe various Master's, Doctoral, Business, Law, and Medical programs in New York State and around the country. To help you prepare for the graduate or professional school admissions process, workshops are offered regularly and graduate school counseling and mock interviews are available by appointment.

This guide is designed to provide information about graduate program selection, the application process and timeline, admissions testing, and funding options. For additional information and guidance, contact the Career Development Center at (914) 251-6370 or visit us at the 2<sup>nd</sup> floor of the Student Services Building.



**CAREER DEVELOPMENT CENTER**  
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# General Graduate School Information

## Online Graduate School Directories

**Gradschools.com** - Worldwide index of graduate and professional schools

**Petersons.com** – graduate program database, test prep resources, and financial aid information

**Graduateguide.com** – searchable directory of graduate and professional programs

## Requirements for Graduate School Admissions

- The catalogs and online information you receive for each program or institution will give you an idea of how selective the program is.
- Your candidacy will most often be measured by your grades, your GRE or other test scores, personal statement/essays and faculty recommendations.
- The graduate school website or catalogue will tell you which graduate exam scores you must submit (if any). If the GRE is required, be sure to find out if any specialized subject exams are required as well.

## Professional Graduate School Requirements

- The GMAT (Graduate Management Admission Test) is for a degree in Business Administration.
- The MCAT (Medical College Admission Test).
- The LSAT (Law School Admission Test).
- Other tests exist for dental and pharmacy students as well.
- One of the most important reasons for starting the application process early is that you will need time to prepare for and take these exams.
- You can obtain test prep books and take courses to help you with these tests.

## How Many Years to a Degree?

- The information sent by the department should give you a clear idea of the time needed for a master's degree, as well as a doctorate.
- The master's will generally take one-three years, depending on the field and whether you are employed full-time or part-time.
- The PhD will take longer and the department should be able to tell you the average length of time that students take to complete the program.

## What is the Chance of Obtaining Financial Aid from the Program?

- The recruiting materials will give you some idea of the proportion of their students at the master's and the doctoral level that receive financial aid.
- In graduate programs, financial aid often includes assistantships, fellowships, scholarships or grants, some of these for which you have to work. These are a great way to satisfy at least half of your financial needs. However, these positions are competitive, so it is important to seek them out early.
- If you are not finding useful information on financial aid in the catalogue, you can call their admissions/financial aid department to find out more.
- You can also call your Graduate Advisor or Department Chair, and explain to them that you need financial aid, as ask them what your options are.

To sum up, the important criteria to note when researching and applying to graduate schools is:

1. Reputation of the faculty
2. Breadth and depth of class offerings
3. Required examinations
4. Average time for degree
5. Employment success of graduates
6. Selectivity of the program
7. Library, computers, and other facilities  
*And most importantly,*
8. Does program coincide with your vision and your objectives for your graduate education?

# Suggested Timeline for Applying to Graduate School

Applying to graduate school is an important decision, both personally and professionally. Before making this big step, make sure to have researched the programs and careers you are interested in pursuing at the graduate level. Applying to graduate school can be an overwhelming task, but by staying organized, the process can be much less complicated. Use this timeline as a general guide to help you through the process, but make sure to pay attention to unique deadlines for each school and program.

## **General Rules of Thumb When Applying To Graduate School:**

- Begin the application process no later than the summer before your senior year of college or at least a year before you plan to start graduate school.
- This timetable is approximate, but it offers an idea of the steps you must think about and, roughly, when you must complete each step.
- No generalized chart provides the specifics that you will need to meet your personal timeline.
- As you refine your own timeline carefully examine each application for deadlines. They may vary significantly. Keep your timeline updated and follow it.

### **Summer**

- Start browsing through guides to graduate programs, college websites, and catalogs to learn about different programs you are interested in.
- Determine the schools to which you plan to apply and request application materials.
- Begin to develop your personal timeline for the application process.

### **August-September**

- Decide which schools and programs you will apply to and adjust your timeline based on each institution's deadline as well as financial aid deadlines.
- Sign up for required standardized tests.
- Write a draft of your purpose/personal statement.
- Contact the Dean or Program Directors of the schools you are considering applying to ask any questions you may have to ensure the program is a good fit.

### **October-November**

- Take standardized tests.
- Ask for letters of recommendation. Give your references all the information that they will need to write personalized recommendations for you.
- Meet with faculty members/career counselors to discuss your personal statement.
- Complete your personal statement, adjusting it to meet each application's specific needs.
- Request transcripts from all post-secondary institutions (If fall term grades are expected, then check with staff in the registrar's office to see if a transcript including fall term grades can be sent in time to meet the deadlines of programs to which you are applying).
- Complete application forms on-line. If completing a paper application, do a draft on a photocopy of the form.
- Contact programs about the possibility of visiting. Make trips if possible.

### **January-February**

- Submit applications. Even if deadlines are later, it is good to get the applications in early.
- If you are applying for need based financial aid programs, you may have to file a copy of your federal income tax return. It is always better to get this in early.

# Writing your Personal Statement for Graduate School

## Understanding the Purpose of the Personal Statement:

A personal statement, or an autobiographical essay, is the graduate school's first introduction or exposure to you away from grades and test scores. The personal statement can reflect your personality, background and intellect.

It is important that you read each part of the personal statement question carefully and make every effort to understand it and respond to each part accordingly. This is your chance to show the admissions committee what makes you stand out from all other applicants and why your experiences, personality and career goals make you a good candidate for their program.

When writing your personal statement you want to *understand and explain yourself*. Admission committees do not want generic essays to read. They want candidates who are thoughtful, analytical and objective. You also want to *set yourself apart*. Write a personal statement that only you could have written; perhaps by sharing information that has shaped you as an individual.

## Using Your Personal Statement to Tell a Story:

Your personal statement is a way to tell a story—with you being the main character. Your story should be articulate, fresh, lively and different; a way to distinguish yourself from all the other stories the admissions committee will be reading and make your story **memorable**. Some drama as well as humor, when appropriate, can be effective in setting your story apart from the other applicants.

## Before Writing Begin With an Exercise:

Before writing your personal statement you'll need to do some self-investigation. Begin by imagining that you have five minutes to speak with an admissions representative and they ask you "what is the most important thing we should know about you?" What will you tell them?

Answering the following questions may facilitate this exercise:

- What is special, unique, distinctive or impressive about you or your life story? What details of your life (personal or family history, notable accomplishments, people or events that have shaped you or influenced your goals) might help the committee better understand you and set you apart from other applicants?
- When did you become interested in this field and what have you since learned about it that has further stimulated your interest and reinforced a good fit?
- If work experiences have consumed a significant period of time during your college years, what skills have they taught you and how has the work contributed to your personal growth?
- What are your career goals?
- Are there any gaps or discrepancies in your academic record that you should explain (great grades and mediocre standardized test scores, or a distinct improvement in your GPA if it was only average in the beginning)?
- Have you had to overcome any unusual obstacles or hardships in your life?
- What personal characteristics do you possess (leadership, communicative, analytical) that would enhance your success in the field or profession? Why might you be a stronger candidate for graduate school, and in your profession or field, than other applicants?
- What are the most compelling reasons you can give for the admissions committee to be interested in you?
- Why is this school and program a great fit for you based on your interests, experience, and character?

Thinking about your responses to some of these questions can give you an idea of the characteristics you have to offer and what you wish to include in your essay.



## **Starting to Write the Personal Statement**

- **Find an angle:** Finding an angle or “hook” is vital. Go back and review the questions you answered on the previous page. What pops out at you? What makes you-you?
- **Concentrate on your opening paragraph:** Like any essay your opening paragraph is generally the most important. Here you can either grab the reader’s attention, or lose it. Your opening paragraph is the framework for the rest of the essay, so here you should introduce the topic of your paper. Once you get the opening paragraph done, the rest of the essay should come easier. Consider telling about your Ah-ha! moment in a narrative format to draw the reader in.
- **Tell who you are:** After the opening paragraph, focus on telling the committee who you are, what makes you tick, and how you are different from other applicants. You can then refer to some of your experiences, classes, conversations with people in the field, books you’ve read, seminars, etc. to provide additional information about your passion for the field. However, it is important to be selective on what you write. Each story, sentence and experience should give the admissions committee a better understanding of you. Do not overwhelm them with information that may not be relevant or to the point.
- **Review your personal history:** Be sure to include all important, relevant information about yourself, your work and volunteer experience, and anything else that has led you to make this career decision.

### **What NOT to include:**

- In general, leave out references to high school years or earlier, unless they had a major impact on your development.
- Avoid mentioning subjects that are potentially controversial. Religion and politics generally don’t belong in your statement, of course, there are exceptions.
- Be selective of what you write. Don’t include an achievement just because you want to include it. Make sure it fits.

### **Final Tips:**

- Be sure to answer the question the admissions committee is asking.
- Make sure to answer the question “What’s most important for the admissions committee to know about you?” and think about how you want to say it.
- Find an angle and tell a story about yourself. If your life has drama, use it.
- You are preparing a *personal* statement. It is okay to use personal information.
- Grab the reader’s attention in the first paragraph.
- Review your life carefully to make sure you include all relevant information.
- Be selective with the information you include. Make sure it is relevant and useful.
- Try to maintain a positive and upbeat tone.
- Avoid potentially controversial subjects.
- Express yourself clearly and concisely
- Adhere to stated word limits.
- Be meticulous! Proofread your essay carefully. Ask someone else to do this for you as well.
- GOOD LUCK!!!

\*\*Adapted from the book How to Write a Winning Personal Statement for Graduate and Professional School by Richard J. Steltzer, 3<sup>rd</sup> edition

# The Graduate or Professional School Interview

*Here are some tips to help you prepare for the graduate school interview process. Interview questions and format will vary from program to program, however, the tips below may serve as a general guide.*

## **Know Why You Want to Go**

- Why have you chosen to pursue a career in this field? Why do you want to be a... (doctor? lawyer? research scientist? etc.)

## **Know the Field**

- Be familiar with your field: its history, areas of specialization, research being conducted, issues, associations and journals. Who are some of the key people in this field, particularly those who have influenced you? How are you going to contribute to this field?

## **Research the University/Program**

- Read the graduate catalog thoroughly. Be able to state specific reasons for your interest in this school. See if you could speak with other graduate students in the program to get a feel for it and find where you would fit in.

## **Dress to Impress**

- Make sure you look neat and well groomed! Dress appropriately and professionally. Suits are recommended for graduate and professional school interviews.

## **Be Punctual**

- Try to get there a little early. Take into account parking or public transportation.

## **Practice Makes Perfect**

- Practice answering some of these commonly asked questions. Make your answers concise and specific. Show enthusiasm and make sure to conclude strongly.

## **Questions Commonly Asked in Interviews:**

### **General**

1. Tell me about yourself.
2. Why should I select you over other qualified candidates?
3. What are your strengths and weaknesses?
4. What are your plans if you're not accepted? Plan B?
5. What do you believe your greatest challenge will be if you are accepted into this program?
6. What would you change about yourself and why?



### **Work/Research Experience**

1. In what ways do you think your previous experience and coursework have prepared you for succeeding in our program?
2. How will you be able to make a contribution to this field?
3. Tell me about your last experience (internship, job, volunteer, clinical, practicum, etc.). What was a challenge? What was a contribution you made?
4. What is your philosophy regarding this profession?
5. What concerns you about the (i.e. counseling) profession?
6. Why did you decide to become a (i.e. physical therapist)?

### **Education**

1. Why did you choose your major?
2. What courses have you enjoyed the most? The least?
3. How would your professors describe you?
4. What have you learned from your course of study to prepare you for graduate school and/or this profession?

### **Knowledge of University Program**

1. Why have you chosen to apply to our program?
2. What do you know about our school/program?

### **Personal**

1. What are your career goals? How will this program help you achieve these goals?
2. Describe one or two accomplishments.
3. How will you manage your time if you are accepted into the program?
4. What motivates you?
5. Explain a situation in which you had a conflict and how you resolved it. What did you learn?
6. Describe a group project you've worked on and what role you took.
7. Questions about reading, movie, or music tastes; most recent films seen or books read.
8. Questions about influences in your life: person/books/family member.
9. What other schools have you applied to? Been accepted by?
10. What do you enjoy doing in your spare time?

The question asked: *"What questions do you have for us?"* - will most likely be asked toward the close of your interview. It is best to have a few questions prepared to ask the interviewers to show your interest in the program. Here are a few examples of questions to ask:

### **Questions to ask the interviewer:**

1. What do you consider the greatest strength of this program? Of this profession?
2. What makes a student successful in your program?
3. What future changes do you see in this profession?
4. This is what I know about your program....can you tell me more?
5. Where do graduates of your program typically work?
6. How long does it take typically to complete the program?
7. What type of funding is available for students?

### **Make sure to send a thank you letter!**

Immediately following the interview, send a brief note to the interviewer(s). Thank him/her for taking time to see you and reiterate your interest in the university.

# CURRICULUM VITAE

## What is a Curriculum Vitae (CV)?

- A comprehensive summary of your educational, academic, and research background.
- Used to outline your credentials for an academic position, fellowship, or grant.
- Submitted primarily when applying for academic, education, scientific or research positions.
- CVs should be tailored to the type of position to which you are applying, accentuating those skills and experiences most relevant to the position (i.e. research vs. teaching).

## How should I format my Curriculum Vitae?

- Unlike a resume, a CV's length is not restricted. Page lengths may vary from 2 to several pages to offer a more detailed synopsis of your background and qualification.
- Organize your CV well and make sure it is easy to read and concise. Be consistent with formatting and use bold, italics, underline, and capitalization to highlight accomplishments, headings and relevant skills and experiences.
- Within each section, experiences/publications/honors/research etc should be listed in **reverse chronological order**, with the most recent appearing first.
- Use a footer with page numbers and include your name on each page in case some of the pages get separated.
- As with a resume, important/pertinent information should appear at the top of your resume and dates should be placed to the right of your experiences/education/awards/publications etc.
- Remember to paraphrase your descriptions in your experience section and begin each paraphrase with an action verb. Be specific and succinct in describing what you have done and include outcomes to demonstrate success.

## What sections should I include on my CV?

- **Contact Information** (Name, Address, Telephone, Cell Phone, Email)
- **Education** (University, Graduate School, Post-Doctoral Training, additional training and certification etc) which should *include dates, majors*, and details of degrees)
- **Honors/Awards/Recognitions**
- **Employment History** (include position details and dates and highlight relevant experience)
- **Academic Positions**
- **Research and Training Experience**
- **Professional Qualifications including certifications and accreditations and relevant hard/tangible skills** (i.e. computer, software, database, research technology, language etc.)
- **Awards** (Scholarships, club/organization awards, Dean's List, etc.)
- **Published articles or books** (Senior Thesis, co-researched work with professors)
- **Professional Memberships** (Affiliations, clubs/organizations, etc.)
- **Interests/Educational Travel** (Personal, groups, hobbies)
- **Professional Associations**
- **Presentations Given/Conferences Attended**
- **References:** 3-5 should be listed on your resume along with each of their contact information, title and organization name
- **Additional optional sections:** community involvement, institutional service, grants received

### Resources

[www.cvtips.com](http://www.cvtips.com)

[www.jobstar.org/tools/resume/res-cv.php](http://www.jobstar.org/tools/resume/res-cv.php)

[theundercoverrecruiter.com/cv-vs-resume-difference-and-when-use-which](http://theundercoverrecruiter.com/cv-vs-resume-difference-and-when-use-which)



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[www.purchase.edu/careerdevelopment](http://www.purchase.edu/careerdevelopment)

## *(Aspirational- Graduate Sample Curriculum Vita)*

This CV offers optional categories you may select as needed for a "CV for Grad School." CVs are typically two or more pages; this has been condensed for the guide.

### **Christina L. Jones**

735 Anderson Hill Rd  
Purchase, NY 10577

(914) 555-6370

[christina.jones@purchase.edu](mailto:christina.jones@purchase.edu)

#### **RESEARCH INTERESTS**

Performance Anxiety (Academic & Music); Music Therapy

#### **EDUCATION**

**Long Island University** - Purchase, NY                      **Ph.D., Clinical Psychology**                      Month Year  
*Dissertation: "Assessing test anxiety, stress reduction, and self-concept maintenance among first semester National Merit Scholars"*

**Long Island University** - Purchase, NY                      **M.A., Clinical Psychology**                      Month Year  
*Thesis: "Psycho physiological investigation of the effects of positive personality reinforcements and degrees of uncertainty among Phi Beta Kappa inductees who are physics majors"*

**Purchase College, SUNY** - Purchase, NY                      **B.A., Summa Cum Laude, Psychology; Minor: Music**                      Month Year  
Elected to membership in Sigma Xi and Psi Chi

#### **HONORS & AWARDS**

Division 29 (Division of Psychotherapy), Month Year

*Winner: graduate student competition for best paper on measurement, Long Island University*

Phi Beta Kappa, Long Island University, Month Year

Thomas J. Watson Fellowship for year of independent research in Bolivia, Turkey, Bulgaria, and France.

Topic: "The effects of lullabies on relaxation among autistic teens," Month Year

Psi Chi, Purchase College, SUNY, Year - Year

#### **FELLOWSHIPS**

Dissertation Grant, Horace A. Rackham School of Graduate Studies, University of Michigan

Postdoctoral Fellowship in Clinical Psychology, New York University, New York, NY

*Focus: "Comparative studies of psychomotor dysfunction in breathing techniques among flautists and oboists"*

#### **LICENSE**

Licensed Psychologist, State of New York, License # 201, Month Year

#### **RELEVANT CLINICAL EXPERIENCE**

**Long Island University Mental Health Center, Purchase, NY**

**Pre-doctoral Intern** (APA approved)                      Month Year-Month Year

Researched data on adjustment of first semester National Merit Scholars under the supervision of Dr. Jane Smith

**Long Island University Counseling Center, Purchase, NY**

**Half-time Psychology Intern**                      Month Year-Month Year

Supervised two master's level interns in counseling practicum; taught counseling methods course and measurements course

**Long Island University Counseling Center, Purchase, NY**

**Half-time Psychology Intern**                      Month Year-Month Year

Conducted psychotherapy with graduate students pursuing degrees in music; performed psychological consultations and evaluations of anorexic clients under supervision of Dr. Joanne Wilson, Clinical Psychologist

#### **PROFESSIONAL AFFILIATIONS**

American Psychological Association, New York Women Psychologists, Society for Music Therapists

#### **PUBLICATIONS & PRESENTATIONS**

Allen, B., Weinstein, F., Schmidt, G. (Year, Month). "Effects of stress on creativity among teens who achieve perfect scores on SAT's." *Educational & Psychological Measurement*, 100, 1108-1121.

Davis, M., Schmidt, G., & Musa, M. (Year, Month). *Psychotherapy and High Achievers: Research Guidelines*. Included in proceedings at Annual Conference of New York Women Psychologists.

#### **LANGUAGES:**

Fluent in Spanish; Proficient in Italian

# Scholarship and Financial Aid Resources

Many resources and services are available for students to find help and information on financing their education. Below you'll find a variety of scholarship and financial aid resources for your use.

[www.foundationcenter.org](http://www.foundationcenter.org)

- The Foundation Center: Excellent library and resource center that houses information and materials on fundraising, financial aid, grant and scholarship opportunities.

[www.fafsa.ed.gov](http://www.fafsa.ed.gov)

- FAFSA (Free Application for Federal Student Aid)

[www.petersons.com](http://www.petersons.com)

- Leader in college search, test prep and financial aid

[www.fastweb.com](http://www.fastweb.com)

- Matches students to scholarships

[www.collegeexpress.com](http://www.collegeexpress.com)

- College search, scholarship search and loan search

[www.finaid.org](http://www.finaid.org)

- The smart student guide to financial aid

[www.collegeboard.org](http://www.collegeboard.org)

- Planning for college, taking tests, finding and getting in and paying for college

[www.scholarship-page.com](http://www.scholarship-page.com)

- Links to scholarships

[www.gocollege.com](http://www.gocollege.com)

- Find a college, scholarship search, online practice tests and online guidance counselor

[www.collegescholarships.com](http://www.collegescholarships.com)

- Listing free college scholarship information monthly, since 1995

[www.scholarships.com](http://www.scholarships.com)

- Scholarship search, scholarships by category, financial aid and education loans

[www.mcca.com](http://www.mcca.com) (click on scholarships)

- Offers minority scholarships for law school

[www.gradschools.com/article-category/financial-aid-34](http://www.gradschools.com/article-category/financial-aid-34)

- Includes links to various scholarships sites, including specialized sites for grants, minority students and books.

[www.usnews.com/education](http://www.usnews.com/education)

- Information and interactive tools on a variety of education-related areas including how to save and pay for college, applying to college, test prep, and college and university rankings.

# Thinking of Applying to Law School?

## Facts on the Legal Profession

- The legal marketplace for new lawyers has experienced changes, many of them significantly increasing competition for jobs.
- A law degree is still considered prestigious with considerably high earning potential.
- A legal education offers a fair amount of flexibility and can open doors to opportunities within and outside of the legal profession.
- Many employers are recognizing that law school graduates can offer them a broad range of skills that they may not necessarily find in other applicants.
- With advances in technology, for those technically savvy, there are new options for lawyers in Cybersecurity, Artificial Intelligence, and Privacy Law.

It is still, however, important to remain realistic about what the field of law entails. The well-padded life of a corporate attorney with a large expense account is more myth than reality. The media continues to perpetuate an inaccurate portrayal of the legal profession as a glamorous occupation with high profile attorneys and exhilarating court cases. This is not always the case for most attorneys, particularly new associates just starting out. Using the Career Development Center's *LinkedIn group and LinkedIn Alumni Mentor Network* to locate alumni currently working in the field of law can give you a chance to network and learn about their experiences.

**Before you decide to apply to law school, you need to research the occupation thoroughly.**

## How Much Do You Know About the Field of Law?

- Explore different areas of law, such as **corporate, family, environmental, patent, entertainment, public interest work, AI, Privacy Law**, and others.
- Find out what lawyers do on a day-to-day basis, especially those in the fields for which you are interested.
- Most areas are unique in their clientele, work environment and earning potential.
- Although information interviews can be very helpful to your research, working in or volunteering with a law firm can also provide valuable exposure to the field on a consistent basis.

The Career Development Center has a number of resources that can help you secure either type of experience, such as an internship or related experience.

## How to Choose a Law School

- Contact law schools to find out what the experience will entail.
- Talk with/shadow current law students to get an understanding of their experiences first hand.
- Some schools permit prospective applicants to attend or audit a first year class.
- Contact the Law School Admissions Office of your choice for details on what you can do to gain experience.
- Explore the facilities at the schools you are considering, such as the library and tutoring center. Research the focus of the school's curriculum and the graduate placement rate.
- Use the LSAS and LSDAS (Law School Data Assembly Service) Registration and Information Book published annually by the Law School Admission Council.
  - This is a free book and you will need it to register for the LSAT.
  - It contains lists of U.S. Law schools approved by the American Bar Association as well as schools not approved by the ABA.

## What Do Law Schools Look For in a Candidate?

- The most important factors in gaining admissions are generally
  1. Competitive Law School Admissions Test (LSAT) scores
  2. A strong GPA and a solid undergraduate curriculum
  3. A broad-based education
- Faculty recommendations are also highly important, including one from your major department.
- Law schools are also interested in students who have demonstrated leadership and who are actively involved in school and community activities.
- Work experience, travel and cultural experiences and having a diverse background are very helpful to your candidacy for law school.

### Preparing for the LSAT

- Plan to take the LSAT in June following your junior year or October of your senior year.
- Taking it later will delay your application, which can affect your eventual acceptance.
- It is advised that you only take the test once, unless extraordinary circumstances affect your score. Studies show that retaking the test result in little, if any, improvement.

The Career Development Center has booklets available, from the Law School Admission Council, describing the LSAT and test preparation guidelines, as well as upcoming test dates. You can also access this information at [www.lsac.org](http://www.lsac.org), the Law School Admission Council website.

- The decision to take a commercial course or study on your own to prepare for the LSAT depends on your individual situation.
- Commercial test prep programs can be helpful; however, if committed and diligent about studying, individual preparation can be as sufficient.

### When to Apply?

- Most law schools admit in the fall semester and generally have a limited number of seats available.
- Start planning for admission at least one year before your desired date of enrollment.
- Applications become available toward the end of the summer, with deadlines beginning mid-fall.
- Decisions to admit, wait-list, or deny vary depending on the institution.
- Always start early. It is better to have everything ready early than to scramble at the last minute. (Refer to the Career Center Handout "Law School Timetable" for more detailed information)

**LSAT Test Prep:** [www.kaplan.com](http://www.kaplan.com)  
[www.lsattestprep.com](http://www.lsattestprep.com)

[www.princetonreview.com](http://www.princetonreview.com)  
[www.lsatprepcourse.com](http://www.lsatprepcourse.com)

### Selected Resources

#### **Career Resource Center:**

Careers in Law  
Law School Companion

Essays That Worked for Law Schools  
Getting Into Law School

#### **On-line:**

[www.princetonreview.com/law-school.aspx](http://www.princetonreview.com/law-school.aspx)  
[www.lsac.org](http://www.lsac.org)  
[lawstudents.findlaw.com](http://lawstudents.findlaw.com)  
[www.americanbar.org](http://www.americanbar.org)

[www.ilrq.com](http://www.ilrq.com)  
[www.abanet.org](http://www.abanet.org)  
[www.nysba.org](http://www.nysba.org)

# Law School Timetable

## Spring of your Junior Year

- Access your law school application through the LSAC website: <https://www.lsac.org/>
- Register for June LSAT. By taking the June test you have three advantages
  1. You will know both your GPA and your LSAT score before you select which schools to apply
  2. If anything goes wrong and you must cancel your test results or wish to retake the exam in October, you are still on schedule.
  3. The June administration does not interfere with normal school time frames, so you are not dealing with both class work and the LSAT.
- Register with **The Credential Assembly Service (CAS)** (formerly Law School Data Assembly Service, LSDAS) <https://www.lsac.org/jd/applying-to-law-school/cas>
- After the end of your spring semester, begin preparation for the LSAT. Prepare intensely for at least 6 weeks prior to the exam.
- Begin identifying appropriate law schools based on your LSAT practice scores and your GPA.
- Talk to Career Counselors about creating an Interfolio account for your recommendations. This will make organizing and processing your applications easier come the Fall.

## Summer after Your Junior Year

- Receive LSAT scores 4-6 weeks after the test.
- Request catalogs and admissions materials from prospective law schools.
- Review law school choices in light of LSAT score.
- Register for October LSAT, if appropriate.
- Request official school transcripts are sent to the Law School Data Assembly Service from all higher education institutions you attended, if necessary.

## Fall of Senior Year

- Meet with your advisor to review selection of schools.
- Request letters of recommendation from appropriate faculty.
- Prepare applications. Applications should be submitted well ahead of the deadlines. Try to have all of your applications submitted by December 1<sup>st</sup>.

## Spring of Senior Year

- Follow up with schools to make sure your application has been received and is complete.
- Fill out required financial aid forms as soon as they become available.

Check out [www.lsac.org](http://www.lsac.org) -the Law School Admissions Council Site. You can find lots of resources, LSAT dates, links to schools, and other pertinent information.

Adapted from the article by William Weaver, J.D., Ph.D, Department of Political Science, University of Texas



# Applying To Medical School

Medical school admission requirements are specific for each school. Students can obtain the requirements for their schools of interest in the Medical School Admission Requirements (MSAR), an annual publication of the Association of American Medical Colleges (AAMC). The MSAR helps students to establish realistic goals and to develop a personal action plan for applying to medical school.

In general, most medical schools require undergraduate courses in **Biology, Physics, English, and Chemistry**. The **Medical College Admission Test (MCAT)** is the required entrance exam. Information about the MCAT can be obtained from the **Association of American Medical Colleges website: [www.aamc.org/students/mcat/](http://www.aamc.org/students/mcat/)**

To further strengthen your candidacy, it is also desirable that applicants volunteer or intern at a local hospital, clinic, or other health care facility to gain practical experience in the health care profession. In addition, your involvement with campus clubs, service learning activities, internships, or work experiences, both related and unrelated, where you can demonstrate leadership and a well-rounded knowledge base, can also help.

## Services for Pre-Med Students at Purchase College

The Career Development Center and the Premedical Advisory Committee work closely together to help students plan their programs and apply to medical school. The Career Development Center works with students to establish and maintain credential files on Interfolio.com. Students will gather, store and process their credentials through Interfolio.com. Students can then assemble the required application materials (reference letters, entrance exam scores, and autobiographical statements) and send their credentials directly to the medical schools through Interfolio.com. Once the credential file is established, the student has the option of interviewing with the Premedical Advisory Committee. The interview and credential letters of recommendation serve as the basis for a composite recommendation letter written by the Pre-Med Committee that can be sent to the professional schools through Interfolio.com.

The Career Development resource center has materials, guides, handouts, and directories on medical schools and health related careers. We also offer assistance with personal statements, resumes, and interviewing. Students should schedule an appointment with a Career Counselor at x6370 or stop in during walk-in hours. ***For more information about the Premedical Advisory Committee contact Dr. Monika Eckenberg at x6689.***

## Useful Websites for Pre-Medical Professions

<a href="http://www.aamc.org">www.aamc.org</a>	Association of American Medical Colleges
<a href="http://www.adea.org">www.adea.org</a>	American Dental Education Association
<a href="http://www.aacom.org">www.aacom.org</a>	American Association of Colleges of Osteopathic Medicine
<a href="http://www.aacp.org">www.aacp.org</a>	American Association of Colleges of Pharmacy (ACCP)
<a href="http://www.apta.org">www.apta.org</a>	American Physical Therapy Association
<a href="http://www.aota.org">www.aota.org</a>	The American Occupational Therapy Association
<a href="http://www.aapa.org">www.aapa.org</a>	American Academy of PAs
<a href="http://www.asha.org">www.asha.org</a>	American Speech-Language-Hearing Association
<a href="http://www.aavmc.org">www.aavmc.org</a>	Association of American Veterinary Colleges

# Medical School Application Timeline

*For Fall Enrollment, Matriculation in Medical School*

## Spring/Summer Before Applying

### Spring Semester

- All Credential file materials (letters, transcripts, etc.) must be completed early in the semester (complete by mid-March to be safe) and submitted to Interfolio.
- Interview with the Premedical Advisory Committee [www.purchase.edu/academics/school-of-natural-social-sciences/premedical-studies/](http://www.purchase.edu/academics/school-of-natural-social-sciences/premedical-studies/) (students with completed files will be advised of the dates, usually in late semester).
- Take MCAT review course, if desired.
- Take MCAT; list Purchase College as undergraduate institution to receive results. ***The MCAT exam is administered multiple times from late January through early September and is a computer based exam.*** (Registration Deadline and Score Release Schedule <https://students-residents.aamc.org/applying-medical-school/taking-mcat-exam/>.)
- Begin to submit materials to **AMCAS** (*The American Medical College Application Service is a non-profit, centralized application processing service for applicants to the first-year entering classes at participating U.S. medical schools*); AMCAS will send student information to AMCAS schools listed on application. If applying to any non-AMCAS schools, contact schools directly for applications.

### July/August

- Take MCAT if not taken in the spring, or if decision is made to re-take the test.

## Year of Application

### June - March

- Receive requests for, and mail out, information for secondary applications. Career Development will assist the Premedical Committee with downloading the Committee letters to Interfolio. The student will be able to send their letters to the Medical Schools or to AMCAS from the site.
- Please note that committee letters are not usually sent out until (1) MCAT scores have been received at Purchase, and (2) Revised files are completed (if requested by the committee).
- Students should check their Interfolio account for the cost per mailing.
- Interviews take place at Medical Schools.

### March – August

- Make the final decision about which Medical School to attend. Notify Career Development and the Division of Natural Sciences of where you plan to attend.

## OPTIONS FOR TEST PREP

As part of the graduate or professional school application process, you may be required to take a standardized entrance examination such as the GRE, LSAT, or MCAT. When preparing for these exams, applicants benefit from taking practice tests as well as learning essential test taking strategies. Many test takers are able study independently with test prep books while others find formal test prep courses or private tutoring to be helpful. Below is a summary of reputable test prep options to consider.

### **KAPLAN**

- Kaplan offers several options for test prep including classroom courses, on-line courses, and private tutoring.
- Visit [www.kaptest.com](http://www.kaptest.com) or call 1-800-KAP-Test (1-800-527-8378) for fees and more information.

### **THE PRINCETON REVIEW**

- The Princeton Review also offers several options for test prep including classroom courses, on-line courses, and private tutoring (both in person and on-line).
- For information and pricing visit [www.princetonreview.com](http://www.princetonreview.com) or call 1-888-241-7737.

### **TESTMASTERS**

- Testmasters offers private tutoring and in-person courses for test prep.
- Log on to [www.testmasters.net](http://www.testmasters.net) or call 1-800-696-5728 for information and pricing.

### **STUDY GUIDES**

You may find Test Prep Study Guides at the library or to purchase from retail book sellers. Sample titles include:

- Kaplan GRE
- The Princeton Review's Cracking the GRE
- The Official Guide to the GRE Revised General Test (ETS)
- Kaplan LSAT
- Princeton Review Cracking the LSAT
- Kaplan New MCAT Premier Program
- MCAT Complete Study Package
- The Princeton Review's Cracking the MCAT

### **GRADUATE EXAM WEBSITES**

For more information about graduate entrance examinations, visit the following websites. These websites also provide additional resources for exam preparation.

- GRE (Graduate Record Exam) [www.gre.org](http://www.gre.org)
- MCAT (Medical College Admission Test) [www.aamc.org](http://www.aamc.org)
- GMAT (Graduate Management Admission Test) [www.mba.com](http://www.mba.com)
- LSAT (Law School Admission Test) [www.lsac.org](http://www.lsac.org)
- Test Prep (MCAT/ GMAT) [www.KhanAcademy.org](http://www.KhanAcademy.org)



# Career Development Center

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[www.purchase.edu/careerdevelopment](http://www.purchase.edu/careerdevelopment)