

Exhibit 5.2. continued

Your Qualifications
Below Meet Exceed

Criteria (List and rate high [H],
medium [M], and low [L])

ADDITIONAL PROGRAM INFORMATION

Union for Full-Time Study _____

On-Campus Housing (yes or no) _____

Day Care (yes or no) _____

Financial Assistance (List kind and amount, including average number of hours worked and other details, when applicable) _____

Number of Full-Time Women Faculty _____

Number of Full-Time Minority Faculty _____

Additional information in this regard: _____

Minority- or Women-Oriented Courses or Curricula _____

Teaching Opportunities (List whether available [A] or required [R]) _____

Orientation, Objectives, and Emphasis _____

continued

Exhibit 5.2. continued

Training Model _____

Philosophy and Objectives _____

Areas of Emphasis _____

Subspecialties Available _____

Opportunities for Interdisciplinary Study _____

Curriculum Information _____

Theoretical Orientation _____

Internship and Practica Opportunities _____

Other _____

Special Facilities or Resources _____

QUESTIONS AND ISSUES FOR FURTHER EXPLORATION

PROS AND CONS

- Worksheets give you a convenient place to record any updated and additional information you obtain
- Having separate worksheets in the same format will make it easier for you to make comparisons among individual programs, and between your qualifications and requirements and the admission

Exhibit 5.2

Program Worksheet

BASIC DATA

Name of University and Department _____
 Name of Program _____
 Accreditation Status _____
 Year Department Established _____ Number of Full-Time Faculty _____
 Degree(s) Offered in Relevant Program _____
 Phone Number and Address to Send Application _____

 Application Deadline and Fee _____
 Number of Applications to Program _____ Number Accepted _____
 Percentage of Students in Relevant Minority Group _____
 Retention Rate (General) _____ (Special Populations) _____
 Degree Requirements _____

ADMISSION REQUIREMENTS

Coursework

(R = required; P = preferred)

Your Qualifications

Below Meet Exceed

Psychology (Note whether R or P)

Other Science (Note whether R or P)

Mathematics

Computer Science

Other

continued

Exhibit 5.2. continued

(R = required; P = preferred)

Your Qualifications

Below Meet Exceed

Grades

Overall GPA
 (R or P) _____
 (Median) _____
 Psychology GPA
 (R or P) _____
 (Median) _____
 Last 2 Years' GPA
 (R or P) _____
 (Median) _____

Standardized Test Scores

GRE-V
 (R or P) _____
 (Median) _____
 GRE-Q
 (R or P) _____
 (Median) _____
 GRE-Analytical
 (R or P) _____
 (Median) _____
 GRE-V + Q
 (R or P) _____
 (Median) _____
 GRE-Psychology
 (R or P) _____
 (Median) _____
 MAT
 (R or P) _____
 (Median) _____

continued

Exhibit 5.1

Applicant Worksheet

1. TRAINING REQUIREMENTS

Degree Desired _____
 Area of Concentration _____
 Training Model Preferred (check as many as applicable)
 _____ Research Scientist _____ Scientist-Practitioner _____ Professional
 Program Reputation (List important aspects) _____
 Other _____

2. QUALIFICATIONS
Objective Criteria

Coursework:

Psychology Courses (List individually with number of credits in parentheses): _____

Other Science Courses _____

Mathematics and Statistics Courses _____

Computer Science Courses _____

Honors Courses _____

Other Courses _____

Grades:

Overall GPA _____

Psychology GPA _____

Last 2 Years' GPA _____

Standardized Test Scores:

GRE-Verbal (V) _____

GRE-Quantitative (Q) _____

GRE-Analytical _____

GRE-V + Q _____

GRE-Psychology _____

MAT _____

continued

Exhibit 5.1, continued

Nonobjective Criteria

Candidates for letters of recommendation

Experience (paid or volunteer)

Research _____

Field-Related _____

Clinical and Human Services _____

Extracurricular Activities _____

Personal Characteristics _____

Summary of Strengths and Weaknesses

Strengths _____

Weaknesses _____

3. PROGRAM PREFERENCES

Faculty Interests _____

Special Populations _____

Accreditation _____

Geographical Location _____

Disability-Related Needs _____

Financial Considerations

Sources of Financial Support _____

Types of Financial Aid to Consider _____

Mentors _____

Other Factors to Consider _____

Exhibit 1.1

The "Typical" Timetable

SEPTEMBER

- Apply in the first week of September (or earlier) to take the GREs in October and to take the next scheduled MAT. Begin studying for them on a regular basis, and take practice exams to estimate what your score may be.
- Read chapters 2 through 5 of this book.
- Photocopy or modify the worksheet summarizing your qualifications and requirements.
- Find out what programs exist by carefully studying *Graduate Study in Psychology* and related catalogs.
- Compile a preliminary list of programs that offer the area of concentration, degree, and training you seek.
- Using the worksheets provided in chapter 5, compare your qualifications with admission requirements.
- Contact those programs that seem a good match to obtain additional information about the program and about financial aid. Ask for an application packet. Study this information carefully.
- Submit a request for your undergraduate transcript, which you will include in your packet for those who will eventually write letters of recommendation.

OCTOBER

- Using the strategy outlined and worksheets provided in chapter 5, compile a final list of programs that you will apply to. If you can afford it and it seems worthwhile, visit the campuses of programs that interest you most or that raise the most questions for you.
- Call the financial aid offices of all of the schools you will be applying to. Ask for an information packet about the aid available to graduate students, as well as any forms you will need to complete to be considered for financial aid.
- Take the GREs and the MAT; request scores to be sent to all of the schools you will apply to.
- Read chapter 6 of this book. Plan and schedule your application strategy. Pay careful attention to application deadlines, particularly with regard to financial aid, which often has *earlier* deadlines than the admissions application.
- Record goals for each week that remains before your applications must be submitted.
- Calculate application fees and make sure you have enough money to cover them (some schools waive this fee because of financial hardship; this needs to be checked with each school).
- Begin planning how you will obtain the money for any preselection interviews you may be required to attend.
- Begin contacting professors, other psychologists, and other individuals from whom you might want to request letters of recommendation.

continued

Exhibit 1.1, continued

NOVEMBER

- Request that your undergraduate transcript(s) be sent to all of the institutions you are applying to. Make sure your transcripts will be sent by your earliest application deadline.
- Prepare a resume to be used in your packet for those who will write your letters of recommendation.
- Finalize your decision regarding which professors to ask to write letters of recommendation, and recontact them to request letters.
- Begin thinking about the various essay questions each school requires. Allow time for your ideas to germinate. Write first drafts of essays.
- Begin filling out your financial aid and application forms.
- Supply individuals who will write your letters of recommendation with the packet you prepared earlier (see chapter 6).

DECEMBER

- Get feedback and write the final drafts of essays.
- Finalize financial aid forms.
- Finalize application forms.
- Carefully prepare *each* application for mailing. Be sure to photocopy each in its entirety. Consider registered mail if you can afford it.

JANUARY/FEBRUARY

- Read chapter 7.
- Begin to prepare for possible preselection interviews (see chapter 7).
- Contact professors whom you have asked to submit letters of recommendation. Confirm that they were sent and thank those who sent them.
- Follow up to confirm that your applications are complete.
- Attend any preselection interviews you are invited to.

MARCH

- Follow the procedures outlined in chapter 7 for accepting and declining offers.
- If you are not accepted at any of the schools of your choice, consider the options outlined in chapter 7.

APRIL

- Finalize your financial arrangements for attending graduate school.
- Call or write the people who wrote your letters of recommendation and inform them of the outcome.
- Celebrate (or regroup).

Adapted from *Preparing for Graduate Study in Psychology: Not for Seniors Only!* (pp. 32–33) by B. R. Fretz and D. J. Stang, 1980, Washington, DC: American Psychological Association.