



A Guide to Graduate School Planning

Office of Career Services

Planning for Graduate School Admissions!

Step 1: Decide if graduate school is right for you

Step 2: Start your preparation from Junior year

Step 3: Decide what and where you want to study

Step 4: Find the right universities

Step 5: Shortlisting process

Step 6: Standardized test preparation

Step 7: Gather all the documents

Step 8: Apply and wait for acceptance



Step 1: Decide if graduate school is right for you

Ask yourself the following questions to decide if graduate school is right for you:



GRADUATE STUDIES FACILITATION PROGRAM

Step 2: Start your preparation from Junior year

Here is a timeline of events that the office of career services organizes/conduct in order to better prepare students for graduate school in their last two years at Habib University.

JUNIOR YEAR



SPRING SEMESTER

Streamline the path of your desired career options.



SENIOR YEAR

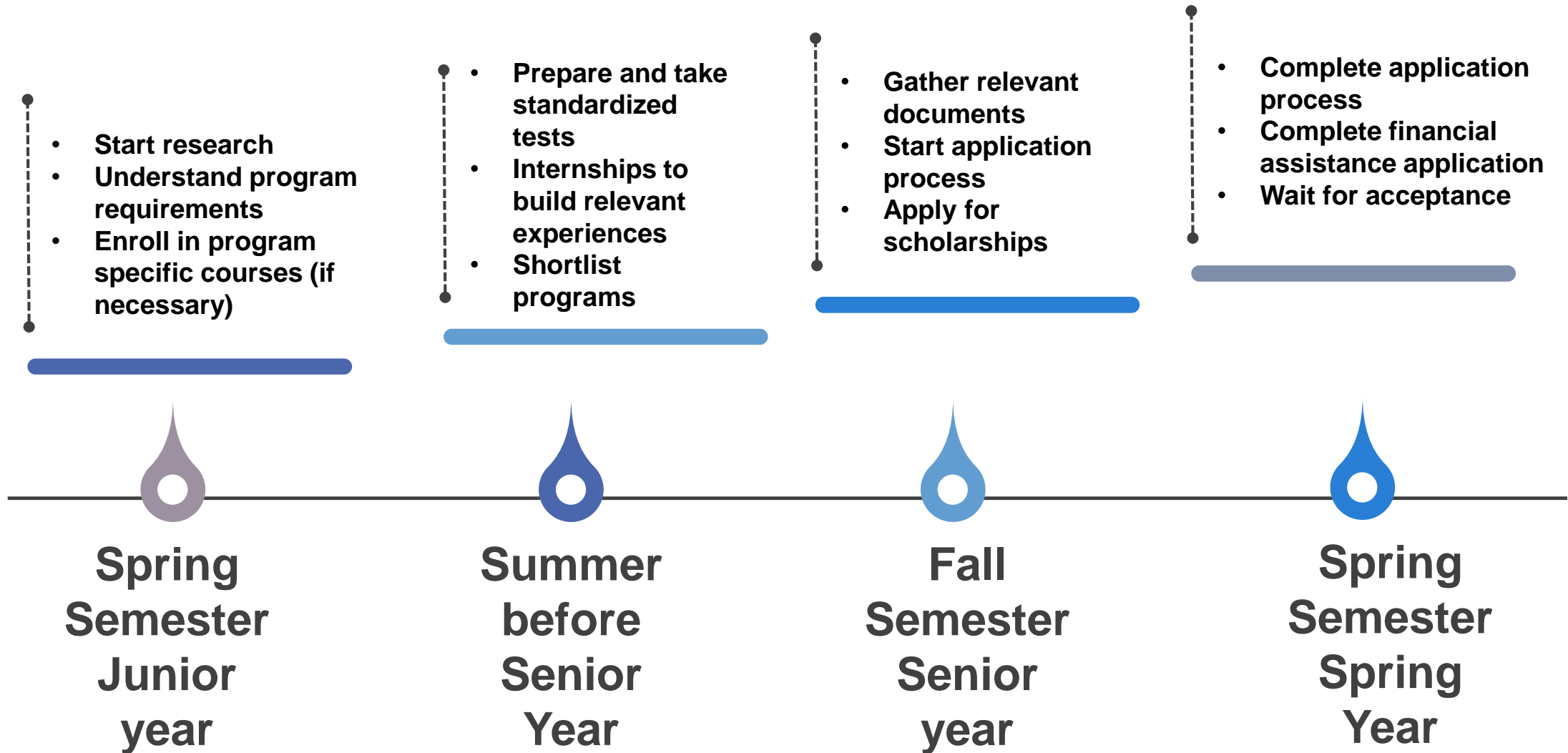


SPRING SEMESTER

Review and finalize your decisions.



Semester-wise timeline to prepare for graduate school





Step 3: Where should I study?

There are many factors to consider when choosing the region for your graduate school. Some of these factors are mentioned here:

01

Tuition costs

02

Estimated cost of living

03

Financing options available, scholarships, financial assistance etc.

04

Employment opportunities

05

Post graduation plan and opportunities

Step 4: Find the right universities

BE REALISTIC. Apply to programs that offer you a reasonable chance of acceptance; apply to as many programs as you can, and include programs that you would attend if your first few choices result in rejections. You should also consider the following factors when selecting graduate school and programs:



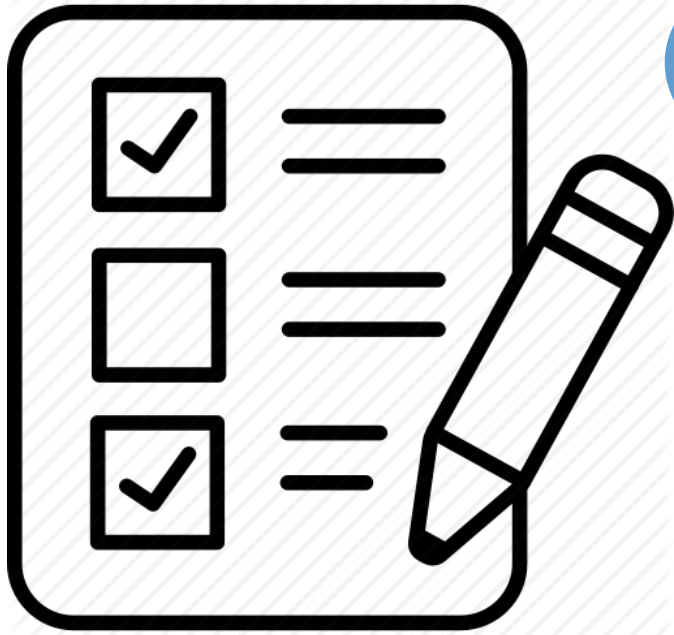
Step 5: Shortlisting process

Once you have started your research maintain a log similar to the one shown on the right so that your process can be systematic and it is easier for you to compare different schools later on. The template shown on the right is customizable and therefore, you are encouraged to add more fields if you would like.

Graduate school comparison points

SCHOOL
City, State and Country
Size Of Community
Public/Private
Students Attending
ACADEMIC PROGRAM
National Ranking
Degree
Program
Entrance Test Requirement
GPA Requirement
Duration
APPLICATION REQUIREMENTS
Application Deadline
Application fee
Entrance Test & Score
Language requirement
Course Prerequisites
COST
Tuition (In/Out State)
Others expenses
Living cost estimate (on campus and off campus)
FINANCIAL AID
Financial Aid options
Work Study
Fellowships/Scholarships
Links





Step 6: Standardized Tests

These are the most commonly taken tests for graduate school admission. Every program and school have a different requirement so make sure to check the requirements thoroughly before deciding to appear for any test(s).

01

IELTS - The International English Language Testing System

- English Proficiency Test
- Validity 2 years
- 4 Sections: Speaking, Listening, Reading and Writing
- Ideal Score: 9

02

TOEFL - Test of English as a Foreign Language

- English Proficiency Test
- Validity 2 years
- 4 Sections: Speaking, listening, Reading and Writing
- Ideal Score:

03

GRE - Graduate Record Exam

- Admission standardized test
- Validity 5 years
- 3 Sections: Quantitative reasoning, verbal reasoning and analytical writing
- Ideal Score: 320 and above

04

GMAT - Graduate Management Assessment Test

- Admission standardized test
- Validity 5 years
- 4 Sections: Quantitative reasoning, verbal reasoning, analytical writing and integrated reasoning
- Ideal Score: 580 and above



GRADUATE SCHOOL DOCUMENT CHECKLIST

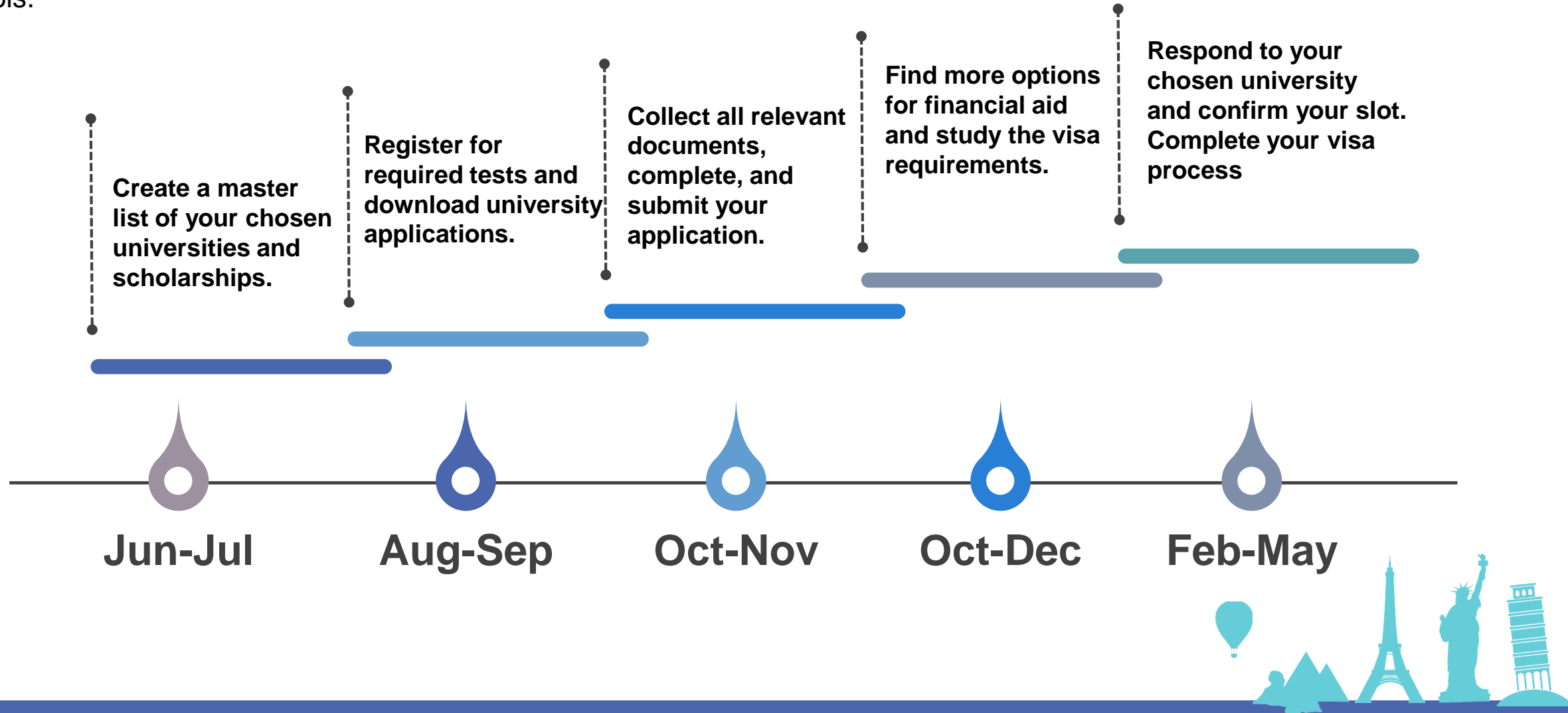
- Academic Transcripts
- Personal Statement
- Resume/CV
- Language Test (IELTS/TOEFL/GERMAN/etc.)
- Other Test Results (GRE/GMAT/etc.)
- Recommendation/Reference Letters
- Evidence of Financial Capability
- Identity Documents (Passport/CNIC/etc.)
- Portfolios/Research Papers/Publications/etc.
- Experience Letters/Certificates
- Meta-curricular Transcripts/Certificates
- Special Awards and Certifications
- Other documents requested by universities



Step 7: Gather all the documents

Step 8: Apply

Following is the timeline that can be applied to most universities application process if applying for the fall semester. Every region has different application timeline therefore, it is very important to strictly follow the application deadlines of your chosen schools.



Country-wise Deadlines





Questions?

Feel free to reach out to us on career.services@habib.edu.pk or Urooj.Durrani@habib.edu.pk