

National Scholarships & Fellowships

ROTARY AMBASSADORIAL SCHOLARSHIPS

Campus Advisor: Professor Edward Haley

The Rotary Fellowship is an award which provides for one year of academic study in any country where a Rotary club is located. Its purpose is to promote understanding and friendly relations between peoples of different nations. Students with sound academic records who are self-confident, outgoing, articulate, and have strong convictions are eligible for this fellowship. (www.rotary.org/foundation/educational/amb_scho/index.html)

THE PAUL & DAISY SOROS FELLOWSHIPS FOR NEW AMERICANS

Campus Advisor: Professor Edward Haley

This fellowship is for graduate study in any professional field (e.g. engineering, medicine, law, etc.) or scholarly discipline in the Arts, Humanities, Social Sciences, and Science. Applicants must either be a Resident alien (hold a Green Card), a naturalized U.S. citizen, or the child of two parents who are both naturalized citizens. Students apply in their **senior year or after graduation.** (www.pdsoros.org)

HARRY S. TRUMAN SCHOLARSHIPS

Campus Advisor: Professor Ward Elliott

This is a financial scholarship for the senior year of college and graduate studies. The program's purpose is to prepare young people of promise for careers in public service. Students with outstanding leadership potential who plan to attend graduate school in preparation for a career in government or public service **must apply for this scholarship in their JUNIOR year.** (www.truman.gov/)

UDALL SCHOLARSHIPS IN ENVIRONMENTAL STUDIES

Campus Advisor: Professor Newton Copp

The Foundation will award approximately 75 scholarships to outstanding students, to be known as Morris K. Udall Scholars, in the spring for use during the next academic year. The awards will be made on the basis of merit to two groups of students: 1) those who are **college sophomores or juniors in the current academic year**, have outstanding potential, and intend to pursue careers in environmental public policy; and 2) Native American and Alaska Native students who are college sophomores or juniors in the current academic year, have outstanding potential, and intend to pursue careers in health care or tribal public policy. (www.udall.gov/)

ADDITIONAL NATIONAL AWARDS TO RESEARCH:

California Capital Fellowships

www.csus.edu/calst/programs

Advisor: Professor Kenneth Miller

James H. Dunn, Jr. Memorial Fellowship Program Ford Foundation Pre-Doctoral Diversity Fellowships

www7.nationalacademies.org/FELLOWSHIPS/fordpre-doc.html/

Advisor: Ms. Joke Johnson

Japanese Government Research Student Scholarships

Jacob K. Javits Fellowships

www.ed.gov/program/jacobjavits/indes.html

Advisor: Ms. Joke Johnson

Kettering Foundation

Luce Foundation Scholarships

www.bluce.org/

Advisor: Professor Kenneth Miller

National Security Education Scholarships (NSEP)/Boren

www.ie.org/programs/nsep/nsephome.htm

Advisor: Ms. Joke Johnson

Thomas Pickering Foreign Affairs (Graduate) Fellowships

www.woodrow.org/public-policy

Advisor: Professor Ed Haley

Public Policy and International Affairs Fellowships Program

The Herbert Scoville Jr. Peace Fellowships

The Mr. & Mrs. Spencer T. Olin Fellowships for Women in Graduate Study

The U.S. Department of Energy Graduate Fellowship Programs

INTERNET RESOURCES FOR FELLOWSHIPS AND SCHOLARSHIPS:

Cornell University Graduate School

www.gradschool.cornell.edu/?p=132

Council of Graduate Schools

www.cgsnet.org/Default.aspx?tabid=163

FinAid

www.finaid.com/scholarships

Harvard University Career Services

www.ocs.fas.harvard.edu/students/fellowships.htm

Yale University's Fellowship Page

www.cs.yale.edu/homes/tap/fellowships.html

Graduate/Professional School

Thinking about a graduate degree? In Psychology? In Public Policy? In Philosophy? In Literature? How about an MBA? What about a JD? Want to go to medical school? How about a Ph.D.?

The decision to continue your education or to obtain specialized training should mean that you want to be more focused in your chosen career field. It is a decision that will determine not only what you will do professionally, but also how you will choose to live your life. Before deciding, step back and ASSESS and EXPLORE. By doing so, you can make a better DECISION related to your life's PLAN.

ASSESS

- What are your goals? What do you want the outcome of your graduate college experience to be . . . teaching, writing, researching, working?
- What are your particular strengths? Will they be enhanced by graduate study?
- What are your weaknesses? Will they mitigate against the focus and tenacity needed for graduate study?
- What are your values? Are they consistent with the type of graduate/professional field in which you're interested?
- What are your abilities? Are they consistent with your field of interest?
- Do you like arguing your ideas and points of view? Or, would you rather investigate and research information?
- Is graduate school an escape, continuation, or new and exciting uncharted territory?

EXPLORE

- Which degree is best for you? A Master's? A Doctorate? A professional degree? A combination degree?
- Which program is best suited for you? Full-time? Part-time? Evening?
- Which school is best for you? One of the top ten? Top 25? Does ranking matter?
- Is geography a crucial factor? Is the school in a location where you want to practice your profession?
- Is financial need a strong determinant in your selection?

DECIDE

- Which program offers most of what you want?
- Which universities have the program(s) in which you're interested?
- Where will you get the necessary financing?
- When should you apply?
- When should you take the requisite examinations?

PLAN

- Consult the *Educational Rankings Annual* and *The Directory of Graduate Programs* for information on graduate schools and programs.
- Consult *The Official Guide to MBA Programs* for information on MBA schools.
- Consult *The Official Guide to Law Schools* for information on law schools.
- Prepare for the requisite examination: GRE*, GMAT, LSAT, MCAT.
* *The GRE and a specific subject test may be required for some programs.*

You have decided to continue your education with a graduate degree. What Now?

START EARLY! START EARLY!! START EARLY!!!

- Decide upon the schools to which you will apply. (Applying can be costly. Application fees range from \$30 to over \$150 per application.)
* *Fee waivers may be available from individual schools.*
- Order transcripts early. Find out if you must send an original to each school. Copies save you money.
- Start writing several drafts of your personal statement/essay. Review your statement with a faculty member, friend, or career counselor.
- Visit a couple of the schools to which you'll apply, if possible.
- Sit in on a couple of classes at a local university or school when you're home for the holidays.
- Ask faculty if they will be able to write a positive recommendation for you.
- Apply for financial assistance, early. Check the application dates. **Financial aid deadlines usually precede admission deadlines.**

THE GRADUATE RECORD EXAMINATIONS® (GRE®)

The Graduate Record Examinations® (GRE®) General Test measures verbal reasoning, quantitative reasoning, and critical thinking and analytical writing skills that have been acquired over a long period of time and that are not related to any specific field of study. The GRE® Subject Tests gauge undergraduate achievement in eight specific fields of study and is often required for admission into a master's degree program.

Prospective graduate applicants take the General Test. GRE test scores are used by admissions or fellowship panels to supplement undergraduate records and other qualifications for graduate study. The scores provide common measures for comparing the qualifications of applicants and aid in evaluating grades and recommendations. The General Test is offered year-round at computer-based test centers in the U.S. and costs \$140.00.

The verbal and quantitative reasoning sections of the General Test are adaptive tests. They are tailored to your performance level and provide precise information about your abilities using fewer test questions than traditional paper-based tests.

GRE score reporting is cumulative. Current GRE Board policy states that your scores are retained for the five testing years following the testing year in which you tested. All scores earned during this time will be reported to each institution you designate.

THE GRADUATE MANAGEMENT ADMISSION TEST® (GMAT®)

The Graduate Management Admission Test® (GMAT®) is a standardized assessment—delivered in English—that helps business schools assess the qualifications of applicants for advanced study in business and management. Schools use the test as one predictor of academic performance in an MBA program or in other graduate management programs.

The GMAT® exam measures basic verbal, mathematical, and analytical writing skills that you have developed over a long period of time in your education and work.

The GMAT is a computer adaptive test offered at testing centers every weekday, and on very few Saturdays. It's important to register for the GMAT early if you want to take it on a Saturday. The fee to take the GMAT® is \$250. Your GMAT score remains valid for five years. If you have taken the GMAT several times, GMAC will report all scores from the past five years.

THE CALIFORNIA BASIC EDUCATIONAL SKILLS TEST™ (CBEST®)

The California Basic Educational Skills Test™ (CBEST®) was developed to meet requirements of laws relating to credentialing and employment. This test requirement in no way replaces any of the other requirements of subject matter knowledge, professional preparation, and practice teaching or field experience used in the issuance of credentials. The CBEST is designed to test basic reading, mathematics, and writing skills found to be important for the job of an educator; the test is not designed to measure the ability to teach those skills.

The CBEST is offered six times a year in the months of August, October, December, February, April and June. The registration fee for 2008-2009 is \$41.00.

GRADUATE SCHOOL - TIMELINE

One of the initial steps in applying to a graduate or professional school is to research application deadlines so that you can develop a timeline of when to submit test scores, letters of recommendation, personal essays, etc. Below is a timeline to help you in planning your application process:

JUNIOR YEAR

- Begin researching available programs
 - Talk to faculty/alumni/current students in the program
 - Review grad school guides/directories
 - Request promotional materials
 - Visit schools' websites
- Start exploring financial aid resources
- Take a practice test
- Sign up for required standardized test
- Attend CSC Graduate/Professional School Workshops
- Identify potential letter writers
- Order an unofficial transcript and check for and correct any discrepancies
- Take the required standardized test
- Write the first draft of your personal statement

SENIOR YEAR - FALL SEMESTER

- Review personal statement with faculty, the Writing Center, career counselors
- Write final draft of personal statement
- Request your letters of recommendation from faculty (**see Letters of Recommendation section**)
- Order official transcripts
- Complete and mail your applications
- Apply for aid available through program; assistantships, fellowships, scholarships etc.

SENIOR YEAR - SPRING SEMESTER

- Complete and submit financial aid applications
- Visit prospective campuses if possible, and talk to faculty/students to help you make your final decision
- Follow-up with schools to make sure your file is complete
- After receiving acceptance from the school of your choice, send in the required deposit, and contact other schools and decline acceptances
- Write thank you notes to people who helped you

LETTERS OF RECOMMENDATION

How important are letters of recommendation?

Letters of recommendation are required for almost every graduate school application and are a very important part of the application process. Usually grades and test scores factor in most heavily; however, your letters of recommendation could be the deciding factor in the admission process. Strong letters of recommendation can strengthen your application and if there are deficiencies in your application, they can help to outweigh them.

How many letters of recommendation do I need?

Each institution will let you know how many letters it requires. Generally, you will be asked for three letters. We recommend that you send only the amount of letters requested. Admissions committees do not have enough time to read extra credentials.

Whom should I ask for letters of recommendation?

The best letter writers are those that know you well and can provide an evaluation of your ability to perform and succeed at the graduate level. If you are planning to attend graduate school, take every opportunity to get to know and talk with your professors: go to office hours, ask questions in class, seek advice about your career, do independent research or study with a professor whose recommendation you may want.

Graduate and professional school admissions people tell us the following make the best letter writers:

- Someone who knows you well
- Someone with the title of “Professor”
- Someone who is a professor at the school granting your baccalaureate degree seeking in your graduate work
- Someone with an advanced degree who has supervised you in a job or internship aligned with the graduate program you are pursuing
- Someone who has academically evaluated you in an upper-division class
- Note: letters from family friends, political figures, and the like usually are discouraged and may, in fact, be detrimental.

How do I approach potential letter writers?

First, make a list of professors and/or supervisors who will be your best advocates. Then, set up an appointment to discuss your request in person. Do not make the request via email. Be prepared to articulate your interest and reasons for attending graduate school.

Letters of recommendation are written strictly on a voluntary basis; a faculty member or employer may decline to write them. The best approach is to ask potential letter writers if they are willing to write you a strong letter. If you sense reluctance or the answer is no, ask someone else.

When should I approach letter writers? What if I plan to take some time off before I go to graduate school?

Professors and supervisors want to help you and are pleased to write on your behalf; however, they are usually involved in many activities. Faculty are especially busy during the months of November and December. Be considerate and courteous of your letter writers’ time and workload, and approach them at least two months in advance of your request.

A good time to approach letter writers is early fall of your senior year if you plan to attend graduate school immediately following graduation. If you ask for letters before this time, ask during the school year; sometimes professors are hard to find in summer.

If you plan to take some time off before going to graduate school, don’t wait until you want to apply to graduate school to ask for letters. Your professors could be on sabbatical, or you may not be fresh in their minds anymore. So, ask professors for a “general” letter of recommendation before you leave CMC. When you are ready to apply to graduate school, contact professors again, and ask them to update your letters.

How can I go about getting good letters of recommendation?

Since your best letters will come from those who know you well, make an effort to get to know your professors and/or supervisors. A few ways you can do this are to speak up in class, take more than one class from a professor, do research for a professor, take on optional projects and regularly attend office hours.

The best strategy you can use to get a good letter of recommendation, particularly if a professor does not have a long acquaintance with you, is to provide your letter writer with ample information about you. This way, you will get a letter that includes concrete details about you, instead of a letter that contains only your grade or class rank, which is of limited value.

What information do my letter writers need to write good letters?

You can help your letter writers write enlightening letters by giving each of them a portfolio that includes:

1. A cover note detailing:
 - Information on how to get in touch with you in case they need to reach you
 - What you would like emphasized in each letter
 - A list of schools to which you are applying, and due dates, with the earliest due date at the top
 - Any other information that is relevant
 - Open and close your note with thanks and acknowledgement that the letter writer’s time is valuable and that this letter is important to your professional future.
2. Recommendation forms – make it easy for letter writer to complete forms in a timely manner, complete the following:
 - Applicant information typed in
 - Recommender’s name, title, contact info (telephone, fax, address etc) typed in
3. Your unofficial transcripts (note courses you took with them)
4. A draft of your personal statement
5. A copy of your best work in the course (with instructor comments on it), lab evaluations, projects, publications etc.
6. Your resume
7. Stamped and addressed envelopes to send letters and forms directly to the schools of your choice.

Do graduate schools care if letters are confidential or not?

In general, graduate programs prefer confidential letters. Admissions officials say that it displays more confidence on the part of the applicant if letters are “confidential” (meaning you, the applicant cannot see the letter). You should only request letters of evaluation from individuals you are confident will give insight into you and your abilities and will be an advocate for you.

PERSONAL STATEMENTS

Graduate and professional schools often require some sort of written statement as a part of the application. The terminology differs, but may include “statement of purpose,” “personal statement,” “letter of intent,” “personal narrative,” etc. Some statements require rather specific information--for example, the applicant’s intended area of study within a graduate field. Others suggest subjects which should be addressed specifically. Still others are quite unstructured, leaving the applicant free to address a wide range of matters. Some applications call for one statement, while others require responses to a series of six or more questions, ranging from 250 to 750 words each. The importance of the statement varies from school to school and from field to field.

- Determine your purpose in writing the statement
- Determine the content of your statement
- Determine your approach and style of the statement
- Words and phrases to avoid without explanation

Determine your purpose in writing the statement

Usually the purpose is to persuade the admissions committee that you are an applicant who should be chosen. You may wish to show that you have the ability and motivation to succeed in your field, or you may wish to show the committee that, on the basis of your experience, you are the kind of candidate who will do well in the field. Whatever its purpose, the content must be presented in a manner that will give coherence to the whole statement.

- Pay attention to the purpose throughout the statement so that extraneous material is left out.
- Pay attention to the audience (committee) throughout the statement. Remember that your audience is made up of professionals in their field, and you are not going to tell them how they should act or what they should be. You are the amateur.

Determine the content of your statement

Be sure to answer any questions fully. Analyze the questions or guidance statements for the essay completely and answer all parts. Usually graduate and professional schools are interested in the following matters, although the form of the question(s) and the responses may vary:

- **Your purpose in graduate study.** This means you must have thought this through before you try to answer the question.
- **The area of study in which you wish to specialize.** This requires that you know the field well enough to make a decision and are able to state your preferences using the language of the field.
- **Your intended future use of your graduate study.** This will include your career goals and plans for the future.
- **Your special preparation and fitness for study in the field.** This is the opportunity to join and correlate your academic background with your extracurricular experience to show how they unite to make you a special candidate.
- **Any problems or inconsistencies in your records or scores, such as a bad semester.** Be sure to explain in a positive manner and justify the explanation. Since this is a rebuttal argument, it should be followed by a positive statement of your abilities. In some instances, it may be more appropriate to provide this information outside of the personal statement.
- **Any special conditions that are not revealed elsewhere in the application, such as a significant (35 hour per week) workload outside of school.** This, too, should be followed with a positive statement about yourself and your future.

- **You may be asked, "Why do you wish to attend this school?"** This requires that you have done your research about the school, and know what its special appeal is to you.
- **Above all, this statement should contain information about you as a person.** They know nothing about you unless you tell them. You are the subject of the statement.

Determine your approach and style of the statement

There is no such thing as "the perfect way to write a statement." There is only the one that is best for and fitting for you.

There are some things the statement should not be:

- Avoid the "what I did with my life" approach.
- Avoid the "I've always wanted to be a " approach.
- Avoid a catalog of achievements. This is only a list of what you have done, and tells nothing about you as a person. Normally, the statement is far more than a resume.
- Avoid lecturing the reader. For example, you should not write a statement such as "Communication skills are important in this field." Any graduate admissions committee member knows that and is not trying to learn about the field from the applicant. Some statements do ask applicants about their understanding of the field.

These are some things the statement should do:

- It should be objective, yet self-revelatory. Write directly and in a straightforward manner that tells about your experience and what it means to you. Do not use technical terminology; this is not a research paper for a professor.

- It should form conclusions that explain the value and meaning of your experience, such as what you learned about yourself and your field, your future goals, and your career plans. Draw your conclusions from the evidence your life provides.
- It should be specific. Document your conclusions with specific instances, or draw your conclusions as the result of individual experience. See below a list of general words and phrases to avoid using without explanation.
- It should be an example of careful persuasive writing. CSC Counselors can help you determine if this is so by reviewing your draft statement.
- It should get to the point early on and catch the attention of the reader.
- It often should be limited in length, no more than two pages or less. In some instances it may be longer, depending on the school's instructions.

Words and phrases to avoid without explanation

- | | |
|---------------------------|-------------------------|
| ■ significant | ■ meant a lot to me |
| ■ interesting | ■ stimulating |
| ■ challenging | ■ incredible |
| ■ satisfying/satisfaction | ■ gratifying |
| ■ appreciate | ■ fascinating |
| ■ invaluable | ■ meaningful |
| ■ exciting/excited | ■ helping people |
| ■ enjoyable/enjoy | ■ I like helping people |
| ■ feel good | ■ remarkable |
| ■ appealing to me | ■ rewarding |
| ■ appealing aspect | ■ useful |
| ■ I like it | ■ valuable |
| ■ it's important | ■ helpful |
| ■ I can contribute | |

INFORMATION WEBSITES

Graduate and professional school websites are an excellent source of information. Consider visiting these sites to help you explore, decide and plan.

- Association of American Medical Colleges
www.aamc.org
- Graduate Guide
www.graduateguide.com
- Graduate Management Admission Council
www.gmac.com
- Graduate Record Examination
www.gre.org
- GraduateSchools.com
www.gradschools.com
- Law School Admission Council
www.lsac.org
- Peterson's Graduate School Directory
www.petersons.com
- The Princeton Review
www.review.com

ADMISSION TESTING INFORMATION

- California Basic Educational Skills Test (CBEST)
www.cbest.nesinc.com
- Graduate Record Exam (GRE)
www.gre.org
- Graduate Management Admissions Test (GMAT)
www.gmat.org
- Law School Admissions Test (LSAT)
www.lsat.org
- Medical College Admissions Test (MCAT)
www.aamc.org/students/mcat/start.htm

Law School

Law schools want individuals who can read, write, think logically and communicate effectively. Law practice is diverse. There is no typical lawyer, but certain basic legal skills are required of all lawyers. They must know:

- how to analyze
- how to synthesize
- how to advocate
- how to give intelligent counsel
- how to write and speak clearly; and,
- how to negotiate effectively.

THE LSAT

The Law School Admission Test (LSAT) is a half-day standardized test required for admission to all ABA-approved law schools, most Canadian law schools, and many non-ABA-approved law schools. It provides a standard measure of acquired reading and verbal reasoning skills that law schools can use as one of several factors in assessing applicants. The test is administered four times a year at hundreds of locations around the world.

Many law schools require that the LSAT be taken by December for admission the following fall. However, taking the test earlier—in summer or fall—is often advised.

The current LSAT consists of five 35-minute sections of multiple choice questions, plus a writing sample.

Reading comprehension: measures your ability to read with understanding and insight.

Analytical reasoning: measures your ability to understand a structure of relationships and to draw conclusions about the structure.

Logical reasoning (2 sections): evaluates your ability to understand, analyze, criticize and complete a variety of arguments.

Variable section: an experimental section that takes the form of one of the 3 aforementioned test sections that is used to help formulate new LSAT questions. This section will not count toward your LSAT score. You will not be told which section is the variable one.

Writing Sample on a prescribed topic. This writing sample is not scored, but it is sent to law schools to which you apply. Some law schools compare the writing sample to your personal statement to measure consistency in your writing ability.

WHAT LAW SCHOOLS LOOK FOR IN APPLICANTS

Numbers
Letters of Recommendation
A personal statement
Work experience
Leadership/Community Service and Volunteer Activities

WHAT TO LOOK FOR IN A LAW SCHOOL

Selecting law schools to apply to involves research and introspection. Many students rely on rankings to determine where to apply. While a school's reputation can be important, we recommend that you gather information both about law schools and yourself to arrive at your own set of criteria that can help you make an informed decision about the law schools which are best for you.

FACTORS TO CONSIDER

■ **Admission considerations:** It is a good idea to look at a schools' entering class profiles to see what their students' average and mean LSAT scores and GPAs are and how your numbers align with them. However, don't rely on "numbers" alone to select potential schools; applicants with other strong qualities and/or accomplishments will be admitted to schools even if their numbers are lower than average. Schools are interested in students who demonstrate potential for success, which may not be reflected by their grades/scores. Since admissions decisions can be unpredictable, a common strategy is to use comparisons of your LSAT and GPA to recent entering classes' to develop three lists of potential schools.

“Reach” schools where your admission is a stretch

“Core” schools where your application will be competitive

“Safety” schools where you will likely be admitted

■ **Diversity of student body and faculty**

■ **Financial considerations**

■ **Location** (Where would you like to begin your practice? Is weather a factor? Do you wish to be near your family?)

■ **Availability of classes in your areas of interest**

■ **Career services and placement rates**

■ **Campus facilities** (housing, library, classrooms)

■ **Faculty** (legal training, areas of interest, accessibility, diversity)

■ **Extracurricular activities** (Law Review, moot court, student clubs, volunteer activities, student government)

■ **Academic programs** (clinical opportunities, joint degree offerings, study abroad options)

MORE INFORMATION AND PRE-LAW ADVISING

Be sure to refer to the *CMC Pre-law Handbook* for more detailed information about law school and the admissions process. Available through the CSC website at <http://www.claremontmckenna.edu/csc/Pre-LawHandbook/>. Also please contact the CSC to make an appointment for individual pre-law counseling.

Law School Checklist

- Choose courses that are interesting to you and will help you develop analytical, research and communication skills.
- Broaden your breadth of study by taking courses in the humanities, philosophy, languages, accounting, political science, etc.
- Take courses which show depth of study.
- Take courses which increase your awareness of human institutions, social values, and the world.
- Participate in co-curricular activities.
- Participate in activities demonstrating your teamwork capability.
- Take on leadership roles (in organizations, on committees, class projects, dorm activities).
- Be able to demonstrate your organizational and analytical skills/experience.
- Participate in internships, even if they are not paid internships. (*Internships do not necessarily need to be with a law firm!*)
- Volunteer.
- Attend CMC's law related programs! Check on CMConnect or with the CSC for details.
- Register for LSAT and LSDAS.
- Identify possible recommenders.
- Research law schools.
- Prepare for and take the LSAT.

Business School

Begin the process of applying to business school a full year early!

THE ADMISSION PROCESS

Business schools will typically be looking at the following as criteria for admission:

- Grades—all four years
- GMAT score
- Letters of recommendation
- Interviews—more schools are using interviews as an important factor in the process
- Personal essay
- **Work experience—Many business schools are looking for candidates with 2–5 years of work experience**
- Extracurricular activities—particularly those that highlight your leadership skills

CHOOSING A PROGRAM

Important things to consider:

- Identify programs which match your interests, e.g., finance, nonprofit, international management, etc.

- Reputation of the school
- Culture of the school
- Cost of the program
- Geographic location

CSC RESOURCES

Current GMAT information is available at the CSC along with many reference books to help you in your research. The following are books we've found particularly useful.

- *Business Week's Guide to The Best Business Schools*
- *How to Get Into the Right Business School*—James Stachan
- Kaplan—*The Insider's Book of Business School Lists*
- *The MBA Guidebook*—Martin Schatz
- *The Official Guide to MBA Programs*—The Graduate Management Admission Council

BUSINESS SCHOOL WEBSITES

- www.mba.com
- www.mba.info
- www.businessschooladmission.com
- www.review.com

Medical School

The Joint Science Department's Medical School Handbook is available on-line at: www.jsd.claremont.edu/MedSchoolHandbook/. This handbook includes excellent information about getting into medical school as well as a timeline to guide you through the process. You should also refer to the Association of American Medical Colleges' (AAMC) website—www.aamc.org/students. For assistance with the Medical School application process you should be working with Jodi Olson at Keck Joint Science Post-Baccalaureate Premedical Program, ext. 18764.

MCAT

The MCAT test will only be available as a computerized test from 2007 and forward. The AAMC has contracted with Thomson Prometric to deliver the computer-based MCAT on behalf of the AAMC multiple times per year, at hundreds of testing sites in North America and several locations in Europe, Asia, Australia, Africa and the Middle East.

There will be 22 separate test dates offered throughout the year beginning in the month of January with two dates and again several tests date options available from April through September. The test will be shorter than the previous paper pencil version so this will allow the test to be offered twice a day at some sites. Morning and afternoon sessions will be available on weekdays and Saturdays. Students may register for the test three times in one year and will only be able to register for one test date at a time. Scores will be reported in 30 days instead of 60 days. AAMC expects that eventually this time will be reduced to 14 days. The cost to register for the MCAT is \$210.

Online registration for each testing date will open six months prior to the testing date at <http://www.aamc.org/students/mcat/registration.htm>. Thomson Prometric will reserve seats for MCAT examinees until 60 days before each testing date. After this, the seats will be released to people who wish to register for other tests. However, students will still be able to register for the MCAT up until two weeks before a chosen testing date. Through online registration and scheduling, it will be possible to change testing dates.

The MCAT assesses mastery of basic concepts in biology, chemistry, and physics; facility with scientific problem solving and critical thinking; and writing skills. The skills and concepts tested by the MCAT are those identified by physicians and medical educators as prerequisite for the practice of medicine. The goal of the MCAT is to help admission committees predict which of their applicants will be successful in medical school. In addition, the MCAT can be used to help

applicants who are not accepted to medical school determine the academic areas in which they may need further study. The MCAT Student Manual is available on the AAMC website to familiarize students with the MCAT and provide the information necessary to prepare for the test.

APPLICATION

The American Medical College Application Service (AMCAS®) is a non-profit, centralized application processing service for applicants to the first-year entering classes at participating U.S. medical schools.

For the 2009 entering class, most medical schools use AMCAS as the primary application method. AMCAS charges an application processing fee of \$160 for one (1) medical school designation, and \$30 for each designation thereafter. To apply to accredited osteopathic medical schools, the American Association of Colleges of Osteopathic Medicine (AACOM) also offers a centralized application service on their website at <https://aacomas.aacom.org/>. To apply to medical schools that do not participate in AMCAS or AACOM you should contact schools directly for application instructions. Application deadlines for regular M.D. programs are set by individual medical schools. These deadlines are between October 15 and December 15. You should submit your application materials as early as possible to avoid processing delays and missed deadlines. Materials received during peak periods may take considerably longer to process. Further, processing does not begin until the application service receives all required official transcripts and the completed application.

SECONDARY APPLICATIONS

Be readily available to respond to requests for secondary applications. Requests for supplementary materials may or may not indicate that you have passed a preliminary screening process. These requests vary from merely a request for additional money to detailed questionnaires and several essays. Secondary applications require your prompt and careful preparation.

LETTER OF EVALUATION PACKET

Your faculty advisor from the Joint Science Department will compile a composite letter for your application. This is a letter comprised of contributions from the faculty you choose to be on your recommendation committee. Generally, you choose from 3 to 6 professors to contribute to your letter.

CMC Online Recruiting System

CMCONNECT

The Claremont College's cooperative on-campus recruiting program allows students to use our new online recruiting system, CMConnect—<https://claremontmckenna-csm.symplicity.com/students/>. This is a comprehensive system that gives students access to do the following:

- 1) find job and internship listings **nationwide**
- 2) interview with organizations visiting any of The Claremont Colleges. Through CMConnect, students submit resumes directly to employers for selection for on-campus interviews. **On-campus recruiting opportunities are for students of all disciplines and class levels.**
- 3) view workshops, information sessions, career fairs, special events and 5C events
- 4) find campus job listings. Work study and non-work study positions are available in such places as the Ematt Center, the Athenaeum, the bookstore, library, building and grounds department, and in a number of academic and administrative offices as well as the research institutes.

More information about CMConnect is available on our website at <http://csc.cmc.edu>.

ON-CAMPUS JOBS

All campus job listings are available through CMConnect. Work Study and non-work study positions are available in such places as the Ematt Center, the Athenaeum, the bookstore, library, building and grounds department, and in a number of academic and administrative offices as well as the research institutes.

Go to: <https://claremontmckenna-csm.symplicity.com/students/>

Under "Jobs"

Under "CSM Jobs"

Select either work-study or non-work study for position type

SENIOR MEETINGS

To participate in on-campus recruiting, CMC seniors must attend a Life After CMC for Seniors meeting. Check with the CSC for more information.

EMPLOYER PRESENTATIONS

Many employers will be on campus to present information about their companies and job opportunities.

Employer presentations are a great way to network and ask questions. Come to the CSC, check the webpage (<http://csc.cmc.edu>) or check CMConnect <https://claremontmckenna-csm.symplicity.com/employers> for dates and times.

- Professional attire is appropriate
- Sign-up online in CMConnect for all CMC employer presentations
- Refreshments are provided
- Students of all The Claremont Colleges are welcome

SPECIAL EVENTS/WORKSHOPS/CAREER FAIRS

There are many programs offered throughout the year at The Claremont Colleges. Each college hosts a variety of career fairs. At CMC we call these Industry Nights. These fairs are industry specific and in the evening at McKenna Auditorium. All students are welcome! You can find more information about our industry nights and register to attend through CMConnect by clicking on Career Fairs. Other special events and workshops are also listed in CMConnect.

<i>Investment Banking & Finance Night</i>	<i>September 16</i>
<i>Accounting "Meet the Firms" Night</i>	<i>September 23</i>
<i>Consulting Firms Night</i>	<i>October 1</i>

NO-SHOW POLICY

Students who sign-up to interview must keep their appointments. **Cancellations** must be made through CMConnect system prior to the preselect deadline date except in an emergency, when students must contact the recruiting coordinator at the host career center. **No e-mail cancellations.** No exceptions. **Campus interview privileges at all of the Claremont Colleges will be revoked for any student who does not comply with this policy.**