Supervisor search and outreach tracker

For research master's and PhD applicants: track possible supervisors, why their research fits yours, when you wrote, and what they replied.

NAME _____ DATE _____

Professor and school	Research area	Why it fits my interests	Taking students? (from their page)	Emailed on	Reply	Follow up

BEFORE YOU WRITE

- [ ] Read two or three of their recent papers before writing
- [ ] Checked the department's rules on contacting supervisors
- [ ] Kept each email short and specific
- [ ] Followed up once, politely, after two weeks

Some programs ask you not to contact supervisors before applying. Follow the department's own instructions.