

Interview tips and tricks

What to do before the interview?

- Become familiar with the program
 - Names of Chairman, Program Director, Administrators, and others
 - Memorize important names!!!
- What to wear?
 - Professional suit, clean, neat, make sure it fits
- Do you know where you are going?
 - Map-it
 - Have GPS updated
 - Consider alternate routes
 - Know the exact location where you should go
 - Know where to park
 - Call program ahead of time if you have any questions
 - Consider a drive by the day before
- Traveling?
 - Confirm travel arrangements, schedules, lodging
 - If driving – make sure car is in good working order
 - Contingency plan in the event of inclement weather
 - Arrive a day early if possible
- What to Do Prior to the Interview?
 - Review documents
 - Review agenda for interview day
 - Try to relax
 - Get plenty of rest the night before
 - Make sure your alarm is set and have a back-up
- What to bring?
 - C.V.
- Interview Day
 - Arrive early
 - Prepare for rain or inclement weather, (rain, snow boots)
- Interview
 - Be confident
 - Talk about your accomplishments
 - Firm handshakes are good
 - Eye contact!!! Important!!!
 - Mind your manners – please and thank you
 - Avoid repetitive gestures, phrases and uhh, ahh, ummms
 - Focus
 - Have a few questions in mind
 - Be yourself and have a good attitude
- After the interview day

- Drive around the city – impressions?
 - Likes, dislikes, could you live there?
 - Compose thank you notes
 - Did you like the program? Where (or) would you rank it?
 - Pros, cons
- Meet with your adviser and debrief after