If you are this far in the process, it is understood you have watched the Mastering the Personal Statement presentation found at: www.uwrf.edu/careerservices

You have also written an outline, brainstormed theme ideas, and written a draft of your personal statement.

Congratulations!

The next step in the process is to go through this checklist alongside the final draft of your graduate school personal statement prior to participating in the Graduate School Personal Statement Roundtable Review event and/or prior to submitting your graduate school application materials.

MY PERSONAL STATEMENT:

INTRO PARAGRAPH
- Engages the reader in the first paragraph
- Establishes a theme early in the essay (if appropriate)

GENERAL CONTENT
- Connects life experiences to academic interests and future goals
- Mentions faculty in the program, with whom I have communicated who share similar research and/or interests
- Shows (not tells) the reader why they should admit you
- Does not repeat the resume
- Is written in block style format

WRITING STYLE AND FINAL REVIEW
- Avoids clichés, quotes, or manifest destinies
- Meets the word/character limits using conventional fonts, spacing and margins
- Avoids using “I” at the beginning of most sentences
- Explains why you are interested in the program and institution
- Sets yourself apart from the competition and shares why you are unique
- Answers the prompt(s) clearly and concisely
- Has been proofread multiple times by the author to ensure there are no spelling and grammar errors

Additional writing resources can be found at the Purdue Online Writing Lab: https://owl.purdue.edu/owl/purdue_owl.html

UWRF students are encouraged to reach out to the UWRF Writing Center for assistance in all stages of the writing process (pre-writing, organizing, writing, revising) to improve as writers.