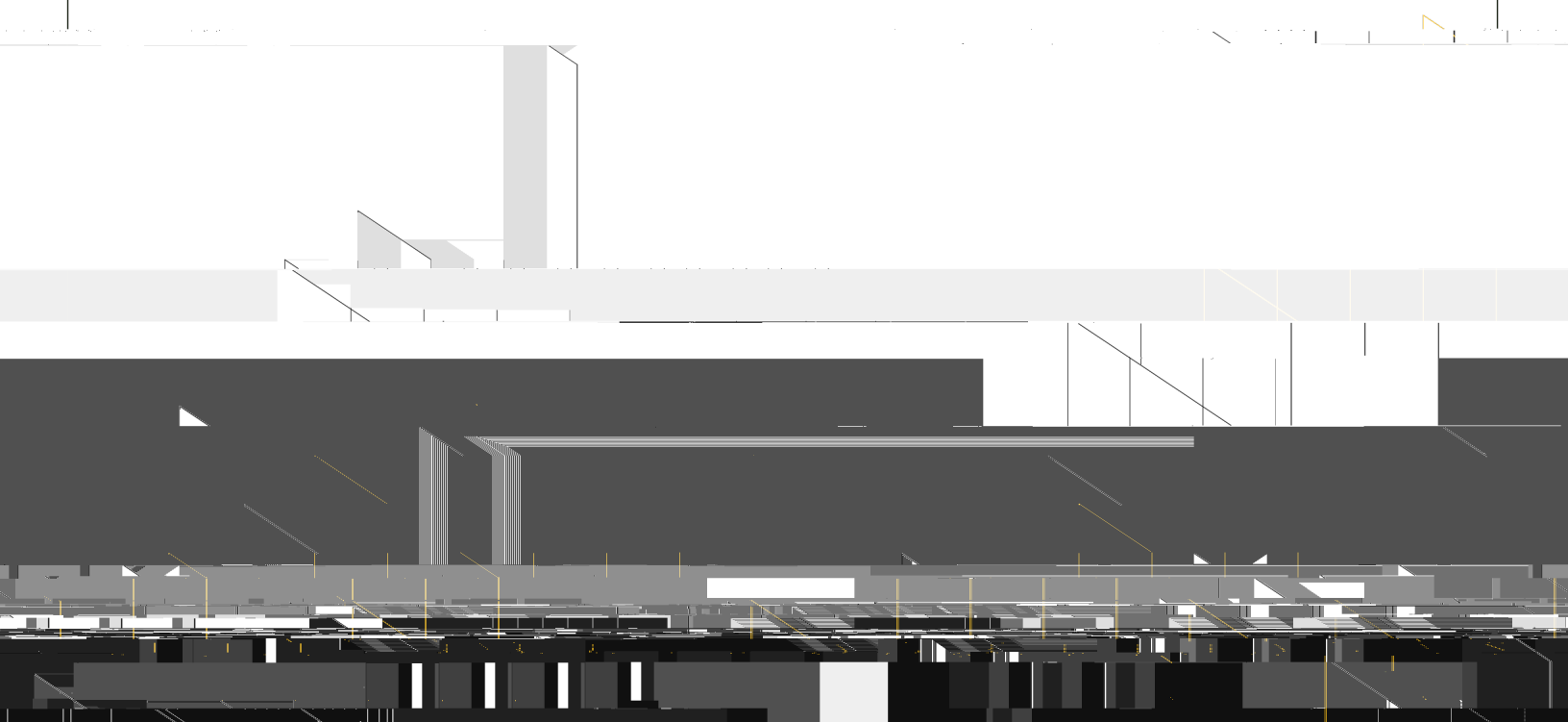


# *Guide to Writing a Personal Statement*

P. 100 e of



**Career  
Center**

## Suggested Content

**R** - What is the most significant experience, event or relationship that has had the most impact on your professional development and challenge you have experienced?

**D** - How did you enter in the field of professional degree program and career development? When did you decide to pursue advanced education? If there are any significant role models or individuals who have influenced your career goal, describe how. What appeal do you have for the program?

**O** - What are your legal, ideal, or objective in the profession? In what profession do you imagine yourself working? If applicable, which area of concentration in the program or profession would you like to pursue and why? How have you prepared for this field? Describe an "kill" (e.g., article, computer language, kill) or knowledge that demonstrates the depth of your experience in the field. Explain how the kill or knowledge applies.

**O** - Be open about any obstacles you may have encountered and overcome on your way to your point of application (illness, family issues, financial issues, workload, etc.). If there are any inconsistencies in your academic record (marked low grade one term) or administrative code, explain how in a brief, factual, positive, non-apologetic, non-defensive manner.

**C** - Summarize briefly the key elements of your statement (e.g., motivation, strength, and goal).

## Style

**O** - Avoid slang and "gimmick" writing. Focus on informing, not entertaining.

**O** - Feature a main idea that is most important. End with a strong statement that the reader can remember about you. Develop major ideas in an ordered fashion; use simple, clear, and appropriate. Briefly state of your background and how you have prepared for this field. Launch into your main idea. Begin and conclude with a strong statement. (F) i n