



UTSA Graduate School Tips:

Writing a Strong Statement of Purpose

Research statement requirements: read and follow instructions for your program

- If there are specific requirements or prompts do not deviate from these - follow directions.

Contact the program for specific information to be included

- Include more detailed information about the statement requirements; this is an opportunity to connect with faculty in the program, or a possible advisor.

Use a professional and active tone

- Consider the context and respect formality.

Demonstrate your qualities by example

- Include attributes that demonstrate your ability to successfully complete the program you are applying to. Provide evidence to support any qualities you choose to include.

Be sincere

- This is an opportunity to address if any circumstances affected your academic performance. Do not leave it up to the committee to make assumptions.

Focus on relevant information

- Include professional or academic experience and achievements. Discuss how these make you an asset to the program and field.

Be concise

- If there is no length requirement, 500-1000 words are typically sufficient. Remember, the committee will be reviewing many statements.

Proof read and ask for feedback

- Review your statement and ask others for feedback. Ideally, ask your recommenders to proof read. This will be helpful if when they are writing your letter of recommendation.

