# Guide to Preparing Your Statement of Purpose for UC Berkeley Extension

Your Statement of Purpose allows us to assess your understanding of the program and your academic preparedness, while helping us to understand your personal, academic, and professional goals. We will review your Statement of Purpose to determine if the program is a good fit for you, as well as to advise you on courses and campus opportunities that will help you achieve your goals.

Please use the following guidelines when writing your essay:

1. **Length of essay:** 800–1,000 words, single-spaced.

2. **Background:** Which academic, personal, and professional experiences have prepared you for this rigorous program? Please describe successes that may not be apparent from just reading your transcript. Briefly describe any other extracurricular interests or activities you hope to engage in at UC Berkeley or in the Bay Area.

3. **Understanding of the program:** How will participating in this program help you achieve your academic, professional or personal goals? Briefly explain your understanding of the program's requirements and the courses you will be eligible to apply for as a student. Please also state the name of the program you are applying to.

4. **Anomalies:** Please explain any anomalies in your academic transcript, such as a failed course, a low GPA, or a change in your major concentration. If there is nothing unusual about your transcript, you do not need to include this section.