

# How I Applied to Grad School and Survived to Tell the Story



## Tip 1: Asking for Letters of Recommendation

- Email professors for classes you have done well in
- Schedule a time to meet with them in person during office hours so they remember you
- Send a table that outlines the schools you are applying to, the format, and the deadline. For example:

School	Format	Deadline
USF	Electronic	December 14, 2016

- Send stamped envelopes if needed
- Attach your resume to the e-mail so they can say more about you
- Directly ask, “Do you think you can write me a good letter of recommendation based on my performance in your class?”
- Email professors with enough time, and remind them 2 weeks before the deadline if they have not yet returned it

## Tip 2: Writing a Letter of Intent

- The main goal is to show the admissions committee that you have the skills needed to be a successful graduate student
- **Points to talk about:**
  - Aptitude*
  - Achievement*
  - Attitude*
- Avoid “flowery” language and try to focus more on the facts
- Briefly mention why you want to be an SLP but focus more on what skills you have
- Use your experiences (work/personal/academic) to showcase the skills you have for graduate school
  - For example:** *“I embody the hard work and dedication to succeed in graduate school. For example, I maintained a high GPA while working part-time a reading tutor. In addition, my commitment to scholastic achievement is exemplified by my enrollment in the Dean’s List from 2012-2016.”*
- Address any weaknesses in your application (e.g., getting a C in a course, lower than expected GRE score), by stating why that score/grade does not indicate your actual performance/potential
- Depending on the type of letter of intent you are writing, include why you are choosing that particular university (look something up that is specific to the program)
- Stay within the page limits that are required
- Carefully proofread for grammatical structures (**Take advantage of free writing help-Writing Studio at USF:**  
<http://www.lib.usf.edu/writing/schedule-an-appointment/>)
- Re-writing/drafting your letter of intent is OK, and to be expected. Have multiple people read it and give you feedback

## **Outline for General Letter of Intent (Example ONLY):**

- What made you want to be a SLP/audiologist? (*Keep it brief*)
  - Dedicate the next 2-3 paragraphs to talk about the skills that you have that make you a good candidate for graduate school:
    - Attitude (personal qualities)
    - Aptitude (skills)
    - Achievement (accomplishments)
  - Why are you applying to that university?
  - What are your career goals? How will attending that particular program help you achieve that goal?
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## **When Asked a Particular Question**

- Ensure that you answer the question asked, but that in your answer, you also incorporate a description of your aptitude, attitude, and achievement
- Still focus on answering how you will be a successful graduate student