

## Submitting Your Final Draft of Written Statements for Graduate School Applications

### Final Review Tip – Read Backwards

Read your draft backwards from the last sentence up to the first sentence. This technique can help you catch tiny errors you and others might have missed. The technique also takes your writing out of context and makes you concentrate on one sentence at a time.

Example:

*In spring of 2019, I led a class project as a student of Dr. Ima Lopez. Our project entailed developing an ergonomic blood testing kit for individuals with diabetes and very limited hand dexterity. We used feedback from individuals who could benefit from the device to improve our design with each iteration.*

### When reviewing your statement backwards, start with the last sentence and go up the page:

We used feedback from individuals who could benefit from the device to improve our design with each iteration. Our project entailed developing an ergonomic blood testing kit for individuals with diabetes and very limited hand dexterity. In spring of 2019, I led a class project as a student of Dr. Ima Lopez.

### Before Submitting Your Final Draft:

- Check that you have met all formatting requirements for each application.
- Make sure your file names follow any guidelines given.
- Put all of your application documents in the same font style and size unless told otherwise.
- Double check that you have used the correct program name throughout your document.
- Remove all comments and notations from your draft.
- Resave your draft as a final version with the word “final” in it.

### After Submitting Your Application



Completing applications is an accomplishment! Treat yourself in some way. Celebrate your success.



Send a thank you note or email to anyone who helped you during your writing process as well as anyone who wrote a letter of recommendation, etc.

### Follow Up

Be sure to follow up with everyone who helped you with your application to let them know whether or not you get accepted. Don't leave your supporters wondering!

