

11. Write about how the studies will help you achieve your goals (particularly the school that you intend applying to).
12. Write about how you can contribute towards student community of the institution.

Important tips:

- Write the SOP yourself. Start by writing down points in a particular order on your computer or in a book.
- This will enable you in organizing your THOUGHTS and IDEAS well. Every-time you think of a point you can add to the SOP. Keep doing this for at-least three weeks.
- Begin to write small stories around each Idea and Bullet Point. These could also be collection of facts for each point. You should do this approximately for three weeks.
- Read your application carefully and go through the program information in detail.
- Recall your achievements and analyze your strengths and weaknesses.
- Keep a positive note and include important and relevant facts to show that you are prepared for Undergraduate/ Graduate studies.
- Convey your ideas clearly. Outline your objectives and goals
- Spend the next three weeks creating a full length SOP without any concern for the word limit. This would be your essential SOP draft for the final SOP that you need for each application.

DO'S:

- Do make sure that your statement of purpose is typed.
- Do Make sure that it reads well, try reading out what you have written out loud-if it does not sound correct then make some corrections so that it reads better. Keep a steady flow.
- Print out your statement on good quality paper.

DON'T'S:

- Don't copy your statement from another person's statement or from a book giving example.
- Don't use words in your statement of purpose that you do not fully understand as you might take it in a wrong way.
- Don't quote from famous people unless it is essential to prove your point view.
- Don't try to flatter the university or college by saying it is the best in the world-as it may not be realistic and be honest about yourself and your reasons for applying.