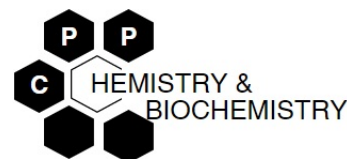


Crafting a Standout Package



Cover Letter (1-2 pages)

- Convince us why you want to work here
- Highlight your research experience
- Highlight your teaching experience
- Discuss how you will teach students and involve students in research at Cal Poly Pomona

Teaching Statement (2-page limit)

- What is important to you in educating students?
- What are your strategies and approaches?
- What classes have you taught or been a TA for?
- What are your experiences?
- What classes would you like to teach at Cal Poly Pomona?
- What are your specific ideas?

Research Statement (4-page limit)

- Usually 2-3 project ideas are good.
- Why are the projects suited for undergraduate and Master's research?
- How will you involve undergraduate and Master's students?
- Mention any experience you have in mentoring undergraduate and Master's researchers.
- What department resources and instrumentation will you utilize?
- What supplies and equipment will you need? How will you fund your research?
- How does your research fit into the department? Will you collaborate?

Student Success Statement (1-page limit)

- What experience do you have working in or engaging with a diverse student population? If you don't have direct experience, show that you have thought about and care about this.
- How will you work with and engage a diverse student population?
- How will you foster student success and help students graduate?
- What is your mentoring strategy?
- What are your specific ideas?

General Advice

- Adhere to page limits!
- Tailor your application to a given school
- Tell us why you are excited about a PUI with an MS program
- Be specific and give examples
- Ask to see an example successful application from a friend/advisor
- Ask colleagues to proofread and provide feedback