

# FRAMEWORK FOR APPLICATION ESSAY WRITING



## ONGOING PROCESS

### CREATE A LIST OF POTENTIAL PROGRAMS/ROLES YOU ARE INTERESTED IN.

Create an excel spreadsheet with due dates, and include these dates in your planner/google calendar. Consider including the requirements for these programs/roles as well. Some screening tools exist on the web that have all this information in one spot (ex. MSAR for US Medical Schools)



### AFTER RECEIVING THE QUESTIONS (2-3 DAYS)

#### DRAFT AN OUTLINE.

What is the question asking and what experiences do you have that will allow you to stand out? What are the specific roles and responsibilities of the position you are applying for? Based on those qualities, connect that with specific skills and experiences that you have. Be sure to refer back to your list of experiences (refer to the first step).



## ONGOING PROCESS

### MAKE A LIST OF YOUR EXTRACURRICULAR ACTIVITIES AND VOLUNTEERING ROLES.

Include contact information for verifiers (emails, phone numbers etc.) as well as a description about the role and responsibilities you held and the specific skills you learnt. If you plan on using these verifiers, be sure to contact them **one month before** the application deadline to let them know.



### UPON RECEIVING QUESTIONS (1-2 DAYS)

#### WRITE DOWN YOUR FIRST IMPRESSIONS.

Start early and plan accordingly. It might be best to take a few days to really consider the questions and think about them rather than writing immediately. Start by jotting down the first few words or ideas that come to mind.



### AFTER CREATING YOUR OUTLINE (1 WEEK)

#### BEGIN THE WRITING PROCESS.

Take about **1-2 weeks** to write out the answers to the application questions. Transform your outline into cohesive paragraphs. At this time, **DO NOT** worry about the word count and grammar. Work on getting your ideas onto paper. Take breaks and come back to writing, to start each session off with a fresh pair of eyes. This will be helpful in ensuring you have time off to reflect on your writing.

## AFTER COMPLETING YOUR FIRST DRAFT (1 DAY)

### READ YOUR DRAFT OVER.

Don't read it immediately after you have completed it but rather walk away, and read it in an hour or two or maybe even the next morning. Analyze your answers as though they belong to someone else.

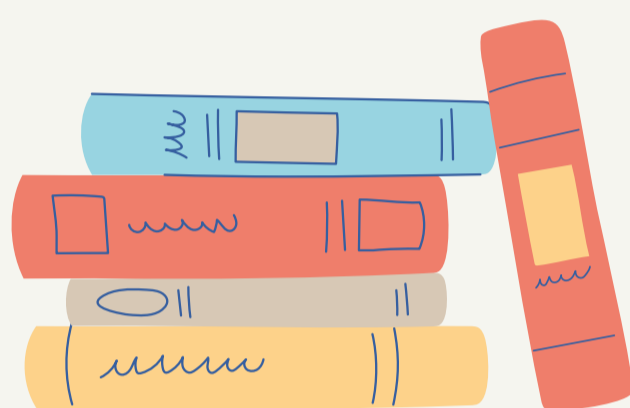
1. Did you answer the question?
2. Are your answers cohesive and well put together or are your sentences choppy and lack structure?
3. Did you support your statements with examples from past experiences?
4. Are you emphasizing both the past, present and future? Are you talking about how this role will benefit you? And how will you help out your team members?



## AFTER EDITING (2-3 DAYS)

### REVISIT THE WRITING PROCESS.

Now that the paper is covered in red ink, edit your essay to address all the comments you left earlier. Continue to ask yourself the questions from the above point to ensure your edits are actively improving your essay.



## ONCE YOU HAVE COMPLETED WRITING (1-2 WEEKS)

### BEGIN ASKING FRIENDS AND FAMILY WHETHER THEY CAN REVIEW YOUR DRAFT.

When allowing them to edit your work, do NOT sit beside them. If they are unsure what a certain sentence means or if something is not communicated well enough, by offering justifications and sitting beside them while they edit, you will not receive the appropriate feedback you need. Rather, ask them to make edits directly on the paper and to write a sentence or two critiquing what they have just read. You may also choose to utilize your university's writing support center to peer review beyond friends and family. It is also beneficial to contact individuals who have been accepted to check if your essay is high quality.



## ONCE YOU HAVE RECEIVED THE EDITS (1-2 DAYS)

### SPEND THE NEXT FEW DAYS ACCEPTING OR REJECTING THE EDITS.

Some edits are merely about structure that you have no control over, while others are valuable and will drastically influence your application. At the end of the day, this is your application you get to determine what is relevant and what is not. Remember that the essay writing process is NOT a linear path, it requires continuous editing and re-visiting. Seeing a lot of suggestions on your essays can be overwhelming, so continue to make edits in increments and take breaks when needed.

