

Professional Statement of Purpose

Applicants must submit a professional statement of purpose. This is a formal statement that helps the admission committee better understand your academic objectives and leadership goals, and convince them that you will be successful in the program. Write technically, using APA style. It should be between two and four pages (using Times New Roman font, double-spaced), and organized as follows:

PART 1: An introductory statement that demonstrates your passion for the field and includes your interests and motivation

Tell us what you are interested in, and perhaps, what sparked your desire for graduate study. Why is this the ideal time for you to pursue this degree? This should be short and to the point; do not write an autobiography.

PART 2: Description of your professional background in education, with a focus on leadership

Briefly discuss your work experience, especially any opportunities that are related to educational leadership and administration. How did these experiences influence your career goal?

PART 3: Description of your academic background in the field

How have your academic choices impacted your work and skills? Include prior research, recognized strengths, and accolades you received in your programs or courses. You can describe important papers or a project you completed, as well as anything scholarly beyond your curricular requirements.

PART 4: Explanation of why you are applying to St. John's Department of Administrative and Instructional Leadership

Explain what you would like to study in graduate school in enough detail to convince the admission committee that you understand the discipline and are engaged with current issues and research in education. Indicate your area of interest and explain what you would like to study. You may choose to pose a question, define a problem, or indicate a theme that you would like to address. Look on the web for information about the program, faculty, and their research. Are there professors whose research interests parallel yours? If so, indicate this.

PART 5: (OPTIONAL) Supplemental Information

If there is anything else you would like the admission committee to know about you that was not covered in previous sections, please include it here.

PART 6: Conclusion

End your statement in a positive manner, indicating your excitement and readiness for the challenges that lie ahead.

Professional Statement of Purpose

Additional Suggestions:

1. Consider what the admission committee will read between the lines: self-motivation, competence, an understanding of the program, a desire to pursue a career as an educational leader, and your potential as a graduate student.
2. Emphasize everything from a positive perspective and write in an active, not a passive, voice.
3. Demonstrate everything by example. It is more effective to provide an example of your persistence than to say it directly.
4. Briefly discuss if there is something that happened to you that negatively affected your grades or career, such as poverty, illness, or excessive work. Write it affirmatively, showing your perseverance despite obstacles.
5. Make sure everything is linked with continuity and focus.
6. Be concise.