

UIS Department of Environmental Studies

Instructions for Letters of Reference and Goals Statement

A significant contributor to the admission decision is the quality of the letters of reference and the goals statement. For the most favorable consideration, the letters of reference should conform to the following guidelines:

1. The letters must be fully authored by the recommender.
2. The letters should not be more than one year old.
3. The letters are to be addressed to the UIS Department of Environmental Studies.
4. The letters should address academic ability, work ethic, and personal integrity.
5. The letters must contain contact information for the author.
6. Electronic letters are acceptable if sent directly from the author to the Department Chair.

A goals statement of at least 300 words should be carefully crafted to accurately reflect your academic preparation for graduate level course work. The statement should include the following information:

1. What are the most urgent environmental problems facing your community today?
2. How will a master's degree in environmental studies help prepare you to address these problems?
3. Which area of environmental specialization appeals most to you?
4. A brief description of your academic background, including life experiences, that contribute to your academic preparation.

The goals statement must be fully authored by the applicant, and the original must be sent directly to the Department. A goals statement wholly or partially copied from other sources is grounds for rejection of the admission application.