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|---|--------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | Introduction                         | What are you applying to?<br>What do you have to offer?<br>Why are you applying to this institution?<br>What are your short- and long-term goals? |
| 2 | Education                            | Education<br>Awards<br>Areas of Study<br>Skills and Techniques Learned                                                                            |
| 3 | Skills & Experience                  | Research Projects<br>Skills and Knowledge Gained<br>Publications & Conferences                                                                    |
| 4 | Research Interests                   | Research Interest 1<br>Research Interest 2                                                                                                        |
| 5 | Interests in the School & Department | Professors of interest<br>Facilities<br>Atmosphere<br>Research Areas                                                                              |
| 6 | Future Goals                         | Industry Work, Post-doctoral Work, Company Start-Ups, R&D, Academia                                                                               |
| 7 | Conclusion                           | Three things to remember about you<br>Summarizing sentence                                                                                        |