Personal Statement

First Name Last Name – UCID

Month ##, 20##

**Expectations of the letter of intent**:

* Formatting: 11pt Arial font, 1.15 spacing.
* The required header for your letter is provided above. There is no need to address your letter to anyone specific, simply begin the body of your letter.
* Upload the document to your application as a PDF, which will avoid any program compatibility issues.
* The letter will answer the following four questions in **your own words**, as clearly and concisely as possible.

Each question is allocated a maximum of 250 words to provide your response. If the maximum word count for each question is used, your total letter will be no more than 1000 words. Only the first 250 words of each answer will be read, nor will we consider any additional sections outside of these questions.

* Number each response to correspond with question (1 to 4).

**The four questions you must address are:**

1. Please describe how the MPP would further your future career goals.
2. Please expand on the above by describing the strengths, ambitions and experience you will bring to the program.
3. A capstone project that examines a contemporary public policy problem is a requirement of this program. Please describe a project that you might be interested in developing.
4. Please describe your ability to work in a team atmosphere and how this has contributed to your successes.