Welcome double-o-student

[image: retinal scan device]

Execute retinal scan.

Access Granted!

Today’s Mission: Good morning student. Your mission, should you choose to accept, is to gain admission into the Robert H. Smith School of Business at the University of Maryland, College Park.

Apply Online (app is live in Feb/March):
https://www.admissions.umd.edu/learn/lep.php

Represent yourself well: you can only apply once!

Don’t forget that your assignment should include the following: Personal Statement, Employment History, letters of Recommendation, Involvement/Leadership Experience.

Final Date of the submission of your application is March 15th, 2018.

Things to Remember: There is nowhere to upload a document, so you will NOT be providing a resume or cover letter.

All written-response portions of this application are formatted as text boxes.
You can copy/paste from a word document or a resume, or type directly into the text-boxes.

Each text-box has a 5,000 CHARACTER limit and limited formatting capabilities.

**Slide 8/9**

**Personal Statement:** This is your opportunity to distinguish yourself from other applicants.

Communicate the ways that you will add value to their program—not what the Smith School can do for you.

Focus on specific goals, experiences, and skills.

Communicate your brand! YOU are the product you’re selling in this metaphor, and you want to get noticed for the right reasons.

**Slide 10/11**

**Employment History:** List work experience AND internships in this section.

Focus on skills acquired while on the job, rather than duties.

For example: If you waited tables, don’t just say, “…brought food to customers.” Focus on communication, time management, organization, problem-solving, etc.

**Slide 12**

**Involvement/Leadership:** List involvement such as club membership, event planning, volunteer work, and leadership roles in campus organizations in this section.

Focus on what you have done since graduating high-school (if you took a gap year, you can talk about that experience).

**Slide 13/14**

**Characteristics of a Letter of Recommendation:**

Speaks to your character, for example, an instructor or TA. Provides information about your experience, for example, a boss or supervisor.

Letters of Recommendation should be emailed directly from your recommender to lep@umd.edu.

**Slide 15**

**Additional Preparation:**
Meet with your advisor EARLY in the semester to begin going over your Admissions materials.

Schedule a BMGT Admissions Workshop to go over your resume and Personal Statement.

http://www.ltsc.umd.edu/bes/bes-register.html

**Slide 16**

Good luck student.

The world is counting on you!