

The Academic Statement as an Introduction to Your Transcript

How do you make sense of your education for yourself; how do you make sense of it for your reader? Whereas you are intimately familiar with your education, an outside reader knows little to nothing. When you delve into the particulars of your courses or programs, you can easily fall into the trap of listing coursework without a sense of purpose. Avoid this trap by drawing connections between the coursework you've taken and by showing the breadth and depth of your education.

Although you have relative freedom in your educational choices, Evergreen holds you responsible for making sense of them at least once **annually** by having you draft and submit a statement that reflects on your educational choices. Annual drafts are not placed on the transcript. For reasons to submit an annual/preliminary draft to the transcript, please view the information in the box at the bottom.

Your **final** statement is required for graduation on the last day of the quarter in which you graduate. You cannot revise this version at a later date.

Here are some strategies for outlining the process:

1. Review your faculty and self-evaluations. Highlight outstanding quotes and phrases. Think about how you directed your education. What is the progress that you've made?
2. Brainstorm or free-write to answer the following: What has not been mentioned in the evaluations that you consider important?
3. Draw connections between materials or subjects that you find important and the highlighted items on your evaluations. Write down what the connections are. Why do these items belong together? Do they portray a central theme or focus?
4. Add details (e.g. major projects, contract work, internships, papers, research, presentations) to show what has been most meaningful to you. In what way has it been meaningful?
5. Considering the evidence—your evaluations as well as what else you have learned—make one claim about your education that you can answer in 750 or fewer words. What would readers ask if they only read your claim and knew nothing about you or your education at Evergreen? Try to structure your writing with these questions in mind.

For help with Academic Statement planning or writing, contact Advising and the Writing Center.

When should I submit my Academic Statement to transcript?

For Graduation

- The quarter in which you plan to graduate.

For Preliminary

- You are applying to other institutions and want your current Academic Statement to be in your transcripts
- When a transcript is required for entry into graduate schools or entry for scholarships, and/or applying for a job prior to your Final Academic Statement being submitted.
- **CAUTION: You cannot submit another preliminary version until the next academic year.**