



COLLEGE ESSAY CHECKLIST

3 Stages for Writing Your College Essay!



Brainstorm YOUR TOPIC

What are you writing about?

- ☐ **Theme:** Select your essay prompt and determine your primary focus, message, or position.
- ☐ **Outline:** Choose 3 main ideas to support your
- ☐ **Research:** Gather any supporting evidence to reinforce your ideas!



Write YOUR STORY

What story are you telling?

- ☐ **Introduction:** Identify the problem or question your essay will address, briefly introduce your main ideas, and state your thesis clearly. Spend extra time on this. First impressions are hard to undo!
- ☐ **Body Paragraphs:** Arrange your main ideas logically. Your essay should flow naturally and dive deeper as it progresses. Be reflective and show how your story has impacted who you are. Make sure each idea is supported by an example or anecdote.
- ☐ **Conclusion:** Summarize your main ideas. Analyze any impact or effect resulting from these. Review what you've learned or what you want your audience to take away. Reinforce why your position or message is the best choice in regards to your topic.



Edit & PROOFREAD

Is your essay free of mistakes?

- ☐ **Proofread:** Check for spelling, grammar, and technical errors. Read it out loud. This helps catch mistakes your eyes may have missed!
- ☐ **Essay Criteria:** Make sure your essay meets the word count, spacing, and any other essay requirements designated by your application!
- ☐ **Feedback:** Have a friend, parent, teacher, or the Get Schooled team review and provide you with feedback about your essay. Make additional edits if needed!