As specified in the Undergraduate Bulletin, the writing sample must be a lab report or other material from an upper division science course and must contain at least 750 words of text. The material will be marked either "Acceptable" or "Unacceptable" for grammar and writing quality only, not for scientific content. Illegible material will be automatically rejected. If the writing sample is judged to be unacceptable the student will have the opportunity to make revisions to address the critique provided by the Reader. The revised version should be submitted as quickly as possible after meeting with a tutor in the Writing Center. This form must be signed by the student and attached to the writing sample. The course instructor or TA must also sign the form. (Photocopies/computer copies will not be accepted.) Submit the original, graded paper to: The Department of Biochemistry & Cell Biology Office, Room 450 Life Sciences Building, 632-8550.

NOTE: Make all corrections in pen or pencil on the original.

DEADLINE FOR SUBMISSION: February 1st for May graduates 
                                      June 1st for August graduates 
                                      October 1st for December graduates

EXPECTED GRADUATION DATE: ________________________________

TO BE COMPLETED BY STUDENT

NAME: ___________________________  ID #: ___________________________

PHONE #: __________________________

Material Submitted: ___________________________  Course: _______________

I hereby certify that the written material submitted herewith was written by me.

Signature: ___________________________  Date: _______________

TO BE COMPLETED BY COURSE INSTRUCTOR

I verify that the attached written material was submitted by this student for the above-named course.

Signature: ___________________________  Date: _______________

PLEASE ALSO SIGN THE FACE OF THIS STUDENT’S WRITING SAMPLE.

DECISION OF WRITING COMMITTEE

Acceptable:  □  Reader: ___________________________ Date: ___________________________
Unacceptable □  Reader: ___________________________ Date: ___________________________

Does not meet standards for:

  □  thoughtful presentation.
  □  clear and appropriate organization.
  □  sentence-to-sentence cohesion.
  □  accuracy of punctuation, syntax, and usage.
  □  accuracy of verb usage.

Comments: ____________________________________________________________________
Commas, Semicolons, & Verbs, Oh My!

Besides simple spelling errors, several common grammar mistakes are listed below.

1) Incorrect use of commas.
See http://grammar.ccc.commnet.edu/grammar/conjunctions.htm

2) Incorrect use of semicolons.
See http://grammar.ccc.commnet.edu/grammar/marks/semicolon.htm

3) Incorrect use of that vs. which.
See http://grammar.ccc.commnet.edu/grammar/notorious/that.htm

4) Changing verb tense within a sentence or paragraph.

Read up on grammar and composition. There are many sites on the web that can provide help (e.g. http://grammar.ccc.commnet.edu/grammar/index.htm). Alternatively, visit the Writing Center.