**ESS Application Preparation Workshops Sponsored by AAC-CS (Fitness Track, Pre-Professional Track, and Sport Management)**

**Effective: October 25, 2018**

**Workshop Dates**

The Academic Advising Center & Career Services will hold ESS Application Preparation Workshops for Fitness Track, Pre-Professional Track, and Sport Management programs before the application deadline. Please find out the dates in [Handshake](https://uwlax.joinhandshake.com/events) and attend one of the workshops.

**Format**

Students for each major will come on the same nights, and can go to the workshop that fits their intended major track. The AAC-CS advisors and peer advisors will be divided up between each presentation room to deliver content, do editing/workshopping with students’ documents and then sign off on the attendee’s application forms.

**Student’s Preparation before Attending a Workshop (Sport Management Applicants Only)**

Before you attend the workshop, please complete the following steps and bring your draft resume and cover letter for review.

1. Develop and draft your resume and cover letter: Read and follow guidelines for resume and cover letter writing.

* **Use cover letter tips and examples on:** [Career Services - Cover Letters](https://www.uwlax.edu/career-services/resume-cover-letter-interview/cover-letters/). See [Sample Cover Letter](https://www.uwlax.edu/globalassets/academics/departments/exercise-and-sport-science/advising/samplecoverletter.pdf).
* **Use résumé tips and examples on:** [Career Services - Resume Writing](https://www.uwlax.edu/career-services/resume-cover-letter-interview/resume-writing/); Sample resumes: Choose College of Science and Health and see samples resumes: Sport Management - Senior 1, Senior 2 ). Make sure to include **a section on sport management experience.**
* Review your documents using: [Resume Rubric](https://uwlax-my.sharepoint.com/:x:/g/personal/snarcotta-welp_uwlax_edu/EYb2sAVi5lJFlbOa_NG4bKYBlsqwT72ETsAI8tn2iFTwSA?e=tboCki) and [Cover Letter Rubric](https://uwlax-my.sharepoint.com/:x:/g/personal/snarcotta-welp_uwlax_edu/EfkoLth9a4tGpPnCBTPaV4wBjwnkqeTVzc_PObEdvpFC9A?e=NCY5NR) here).

1. Things to bring to the workshop

* Your resume and cover letter
* Application form: Get a signature for having your resume and cover letter reviewed by the AAC-CS advisors.