

Writing an Addendum

What?

An addendum is a brief note to the admissions committee explaining why there is some discrepancy in your application. For example, perhaps you struggled in school your freshman year resulting in a poor GPA; however, upon returning from your mission your school performance greatly improved.

Where?

The application may or may not have a place for an addendum. Some schools will provide a text box asking if there is anything you would like to add or schools may require this as an additional upload.

How?

If the addendum is uploaded, write your name and LSAC number in the top left corner, title the document "Addendum," and then write your brief explanation (in most cases, one paragraph should be sufficient). Simply state the discrepancy with specific details and the reason it occurred. Your addendum should be concise and straightforward. The more you say the more it sounds like an excuse rather than an explanation.

Formula

Problem + why + what you learned + currently + conclusion

Mission

Many schools ask if there has been an interruption in your schooling. Interrupting your schooling for a mission requires a simple addendum. For example, "From -- to -- I served a mission for The Church of Jesus Christ of Latter-day Saints in ----. Upon my return I enrolled in full-time schooling."

Sample

Joseph Young
LSAC #

Addendum

I would like to make the Admissions Committee aware of the circumstances surrounding my grades.

I came to BYU in the fall of 2022 and maintained a GPA of 3.7 or above. In winter semester of 2023 I received a GPA of 2.1. My mother was diagnosed with cancer that semester and I made several trips home to support her in her illness. In retrospect, I probably should have withdrawn from school, but at the beginning of the semester I did not understand how much time and effort it would take to help her through this difficult time. Since that semester I have maintained a GPA of 3.7 or above.

I hope you will take this information into account when you evaluate my application. Thank you for your time and consideration.

Problem

Why

What you learned

Currently

Conclusion