

**AN ANALYSIS ON STUDENTS' ERROR IN WRITING APPLICATION
LETTER**



A THESIS

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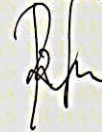
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Purwokerto, 15 Juli 2016

Yang menyatakan,



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DEDICATION

Bismillahirrohmanirrohim

This thesis is heartedly dedicated to:

1. My beloved mother Darsiti and father Supalwo who always support me and pray for me in finishing this thesis. Because of your prayer, I can finish my study well. You are my spirit and inspiration in my life. Thanks for being such great parents for me. I am so proud to be your daughter. I will always love you.
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MOTTO

***"The road to success comes through hard work, determination,
and sacrifice"***

"You can if you think you can"



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The writer

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ABSTRACT

AN ANALYSIS ON STUDENTS' ERROR IN WRITING APPLICATION LETTER

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The objectives of the research were to find out and analyze not only grammatical error but also errors in arranging formats of application letters made by sixth semester students of management program in academic year 2015/2016. The research was conducted in May 2016. The method of this study used descriptive research. The subjects of this research were 36 sixth semester students of management program at Muhammadiyah University of Purwokerto. In collecting the data, the researcher asked the students to write an application letter based on the job vacancy given. The grammatical errors were classified based on surface strategy taxonomy, they were mis-formation (44.19%), omission (26.16%), mis-ordering (20.35%), and addition (9.30%), while errors in format application letter were based on Geffner (1995). The grammatical errors were first classified into nine major categories and then they are divided by sub-categories. After observing, it was found that the largest number of errors were verbs (30.23%), after that adjectives (21.51%), followed by preposition (16.86%), articles (9.88%), tenses (9.88%), pronoun (5.29%), plural (2.91%), adverb (2.33%), and the least is noun phrase (1.16%). Inter-lingual and intra-lingual transfers were considered as the cause of these errors. Furthermore, the errors in arranging layouts of application letter based on UK concept were classified into 6 categories, and the highest number of errors was found in enclosures (24.64%), followed by sender addresses (20.29%) , after that complimentary close (16.67%), then salutation (15.22%), date (14.49%), and the last was style (8.70%).

Key words: error analysis, grammatical error, application letter.