

## PERSONAL STATEMENT GUIDANCE

The UCAS personal statement is your opportunity to tell universities about your suitability for the degree(s) that you have decided to study. Remember that the admissions selector reading your statement is an academic in your chosen area of interest and will therefore want to know the reasons why you connect with the subject.

Remember you only write one personal statement which should be relevant to all your university choices. Therefore try to ensure some consistency in your course/degree choices. If you are applying for a joint degree you will need to explain why you are interested in both aspects of this joint programme.

Although your statement should be tailored to the particular subject area you want to study, there are certain points that every statement should include: Why you have chosen the degree(s)/ subjects that you have selected. The reasons why that subject interests you. Aspects of your current studies related to the degree(s) that you have chosen. Knowledge of the subject and how your interest of the subject is expressed outside the classroom. Why you think you would be a good student. Details of jobs, placements, work experience or voluntary work which you have undertaken, particularly if it has relevance to your chosen field. Non-accredited qualifications, like the Duke of Edinburgh Award Scheme or Young Enterprise. Any other achievements that you are proud of, e.g. reaching grade three piano or being selected for the county cricket team. Positions of responsibility that you hold both in and out of college, e.g. college council representative or supervisory role in your part-time job. Whether you have any future plans of how you want to use the knowledge and experience that you will gain at university.

### Dos:

- **Do** brainstorm your ideas on paper before attempting to write anything.
- **Do** aim to use about five paragraphs, making sure that each one flows in a logical way.
- **Do** expect to produce several drafts before being totally happy.
- **Do** make sure that your personal statement is your own work.
- **Do** ask people you trust for their feedback. –but not more than 3 people
- **Do** ensure that you use your best English and don't let silly spelling and grammar mistakes spoil your statement- prepare your personal statement offline using a word-processing package and copy and paste this into the UCAS Apply system
- **Do** be enthusiastic – you can have perfect grades, hundreds of extra-curricular activities and be a really great person but if admissions selectors feel you aren't passionate about your degree you won't get a place.

### Don'ts:

- **Don't** feel that you need to use fancy language. If you try too hard to impress with long words that you aren't confident using, the focus of your writing will be lost.
- **Don't** waffle on about things which aren't relevant – admissions selectors will fall asleep! If you feel you are starting to ramble, take a break and return to your statement when you are feeling more focussed.
- **Don't** try to be funny as admissions tutors may not share your sense of humour.
- **Don't** lie – if you stretch the truth you may fall down at interview when you are asked to elaborate on an interesting achievement. It is also an offence to lie on your UCAS

This is your future, you only get one chance, and it's down to you!

## What to include:

What course do you want to study?		Your ideas
<b>Why are you applying for this course?</b>	What interests you in this subject? Include evidence that you understand what's required to study the course. What have you learnt that has inspired you to take it to University level?	
<b>Why do you think you're suitable for the course?</b>	What have you learnt that has inspired you to take it to University level? .	
	Link any AS/A2 modules to modules offered on the course.	
	<p>Personal qualities and skills that will make you an ideal student to study this course</p> <p>You will need to research how the course is assessed e.g. exams, coursework, group presentations etc. You need to link these to subjects at College or work experience. e.g. <i>Communication skills, working independently, team work, numeracy, determination, computer literacy, organisational skills, working to deadlines, problem solving, time management, commitment, responsibility, listening, willingness to learn, confidence and self discipline.</i> Use educational, work or volunteering/hobbies as examples to show how you have developed these skills</p>	
	Any experiences that you might have to show interest in the course or that will help you succeed on the course. Books; journals, periodicals, newspapers, magazines; talks, public meetings; courses and trips; a project or coursework piece enjoyed; people: experts or professionals; science documentaries or arts programmes; visits (to universities, businesses etc); workshops, conferences; placements, work experience	