

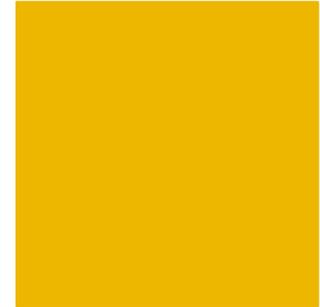
PERSONAL STATEMENTS



Schools and Colleges Liaison

WHAT IS A UNIVERSITY LOOKING FOR?

Appropriate academic qualifications



A good reference



A good personal statement



THE ADMISSIONS TUTOR WILL ASK...

Are you suited to the course?

Do you have the right qualifications?

Are you hardworking?

Can you work under pressure?

Will you be able to adjust to the university environment?

Do you have good communication skills?

Are you genuinely interested in the course and shown you have researched it?

WHAT MAKES A GOOD PERSONAL STATEMENT?

- ‘**Enthusiasm**, wider reading.....personal.. ’
- ‘Careful **research** ... individuals who understand and show **motivation** for the course of their choice’
- ‘An element of **reflection** and **analysis** really makes the difference to the application. It’s not what you’ve done but how you think about what you have done.’

**How do you start
a personal statement?**



A GOOD STARTING POINT

Decide
on course

Research
course
details

Research
course
requirements

Research
up-to-date
information

ASK YOURSELF THE FOLLOWING QUESTIONS...

- Why does the course **interest** me/Why study it in more **depth**?
- What specific **topics** do I enjoy and why?
- Do I understand what the course/profession **involves**?
- Have I done **extra** reading and research?
- What are my **career** plans?
- Have I attended any courses/**field trips**?

REMEMBER!

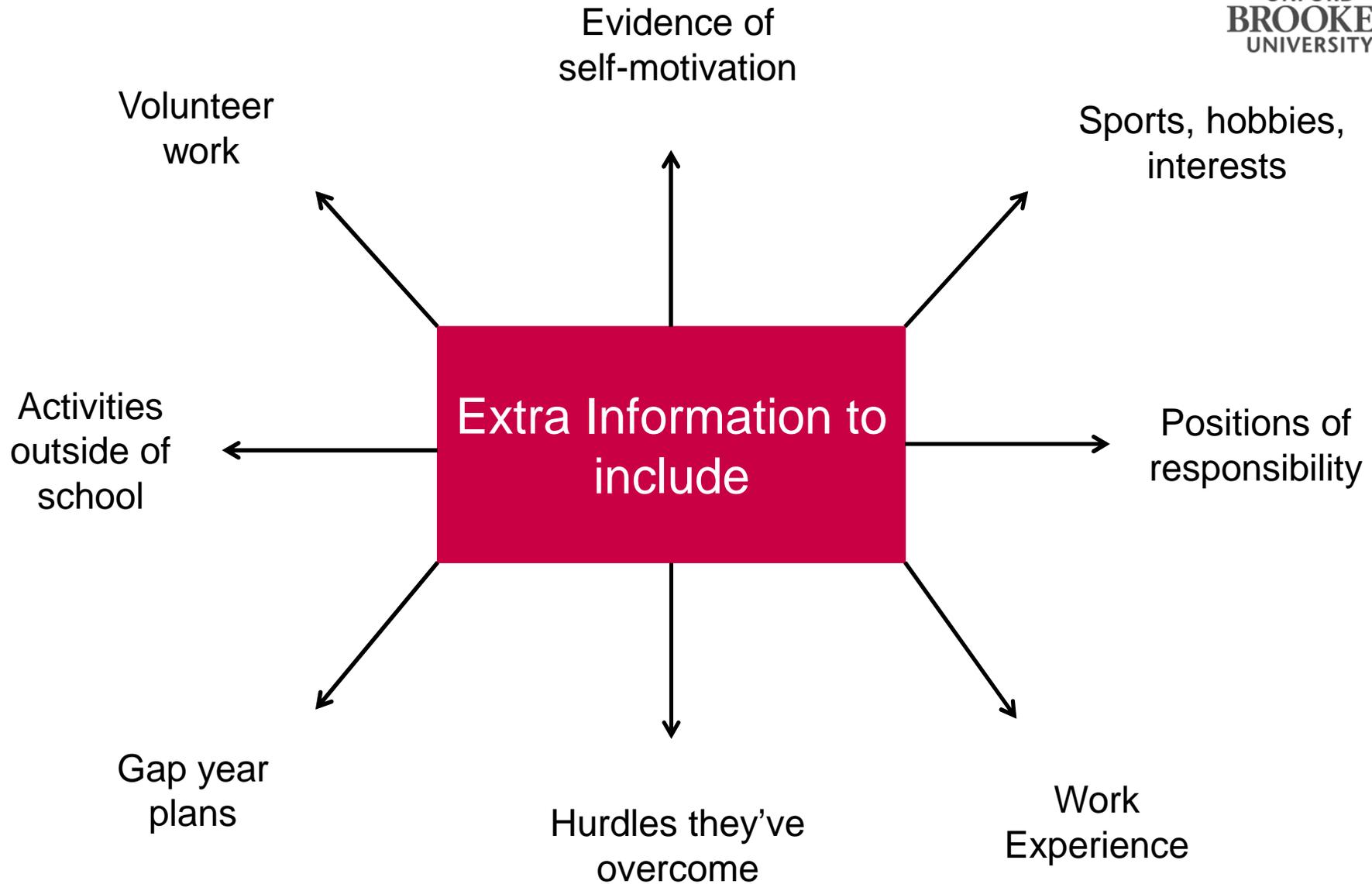
You can apply to up to **5** courses!

Different universities cannot see:

**What else
you have
applied for**

**Which
universities
you have
applied to**

Use **themes, not specifics**



WORK EXPERIENCE

Tutors want to see **reflection**

Analysis of duties

Highlight **transferable** skills



YOUR SKILLS	PERSONAL EXAMPLES
Communication	Dealing with customers face-to-face in my retail job. Difficult customers can be a challenge, but I have learnt techniques to manage these situations. These techniques are.....
Organisational	
Working as part of a team	
Leadership	
Information Technology	
Creativity	
Problem-solving	
Other languages	
Negotiation	

Remember to relate the skills to your course!

GENERAL POINTS

DO	DON'T
...Plan it first	...Start with 'I've always wanted to study...'
...Sell yourself	...Sound boastful
...Be honest and sound natural	...Try to be funny or controversial
...Type in Word 12 pt, then cut & paste. Check spelling!	...Use repetitive language
...Proof read and get someone else to proof read	...Leave it to the last minute



ALL YOU NEED TO KNOW ABOUT UNIVERSITY

www.unipodadvice.com