

How to write a personal statement



This worksheet will take you through the necessary information to include in your personal statement.

For more detailed information visit www.ucas.com/personalstatement

Writing about the course:

- › Why are you applying for your chosen course(s)?
- › Why does the course subject interest you? Include evidence that you understand the specifications. For example: if you are applying for drama, show you are aware of what is required of you.
- › What are your skills and experience that are relevant? Be specific – why are you going to succeed at this course?
- › Does your current education relate to the content? Are you doing a similar A-Level or college course? If so, explain how this will aid you.
- › Have you taken part in extra-curricular activities that emphasize your interest? For example, for drama courses, have you attended a drama club outside of these lessons?

Skills and achievements:

- › Find examples at www.ucas.com/personalstatementskills
- › You should talk about skills that will help you on the course, as well as skills that will help you generally at university.
- › Also think about your achievements (accredited or non-accredited) - what are you proud of? Have you held any positions of responsibility? What are your unique attributes?

Hobbies and interests:

- › Think about all of your hobbies and interests and then narrow them down to those that are relevant to the course(s). How do they demonstrate your skills and abilities?

Work experience:

- › Include details of any paid and/or voluntary work and placements – choosing the most relevant to your chosen course(s).
- › Link any experience to relevant skills and qualities.

Future plans:

- › If you know what you'd like to do next after you've completed your degree, explain how the experience and knowledge you'd gain will help with that.