

# 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](http://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](http://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.