

PREPARING YOUR PERSONAL STATEMENT

UCAS



1. PREPARATION

- > You can only write one personal statement, so don't mention a uni or college by name.
- > Check uni and college websites to see what skills and qualities they'd like you to have.
- > Make a list of things you want to include.
- > Start drafting early.



2. WHAT TO INCLUDE

- > Why you're interested in the subject.
- > Your enthusiasm for the subject.
- > How your previous studies relate to the course(s).
- > Relevant aspects of jobs, placements, work experience or volunteering.
- > Activities or hobbies that show your interest in the subject.
- > Any training or achievements that show your skills.
- > Demonstrate you're a great candidate and you have skills and qualities they're looking for.



3. HOW TO WRITE IT

- > Introduction – start with an opening sentence that encourages the reader to read on.
- > Structure what you want to include in an order that's most relevant to what the unis and colleges are looking for.
- > Conclusion – reinforce your commitment, enthusiasm and skills suited to uni / college life.
- > Check your grammar, spelling and punctuation.
- > Leave time to get feedback and redraft.



4. TECHNICAL DETAILS

- > Length – up to 4,000 characters or 47 lines of text (including spaces and blank lines).
- > Make sure you don't copy – our software detects any similarities and this could jeopardise your application.