

# UCAS PERSONAL STATEMENT: THE BASICS

# What is the UCAS Personal Statement?



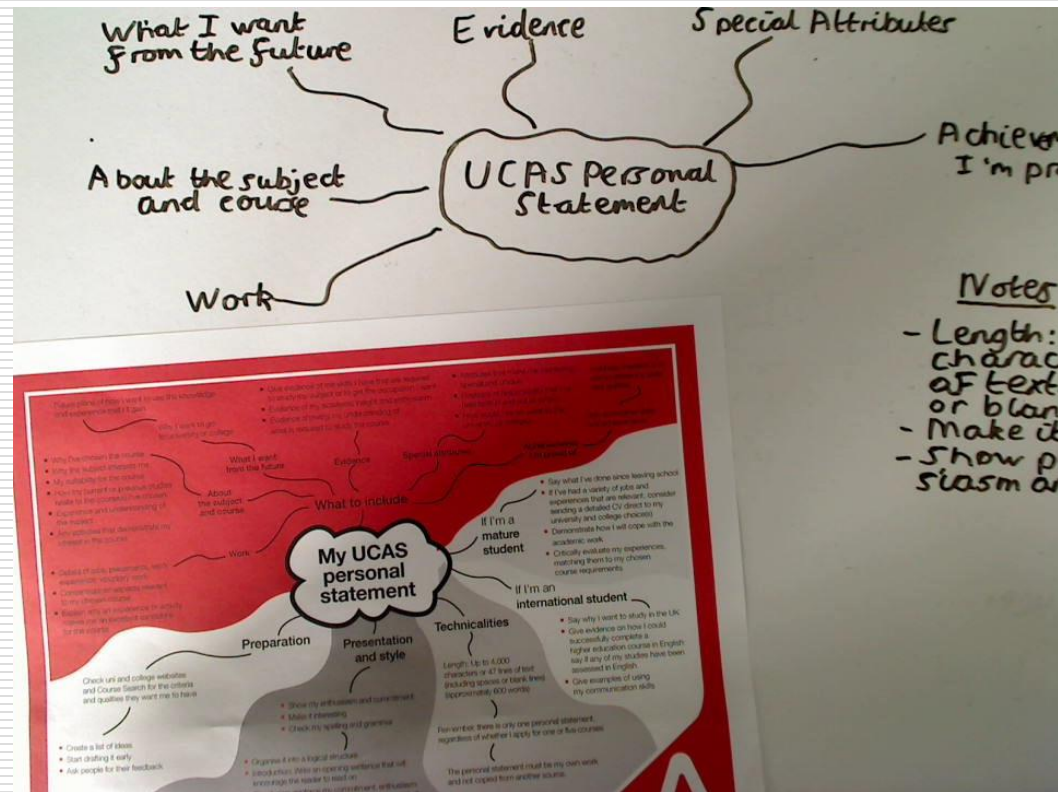
The Personal Statement is a very important part of your university application, around an A4 side in length, which gives you an opportunity :

- 1) To tell the universities and colleges why they should choose you
- 2) To tell universities and colleges about your suitability for the course(s) that you hope to study.
- 3) To demonstrate your enthusiasm and commitment, and above all, ensure that you stand out from the crowd

# Look at the advice on the UCAS APPLY website

- ❑ What to include
- ❑ Dos and don'ts
- ❑ Size and presentation
- ❑ Similarity detection

**Direct link from  
Personal  
Statement page on  
UCAS form to Personal  
Statement advice**



# The Mechanics



- ❑ You can enter up to 4,000 characters including spaces or 47 lines of text (including blank lines), whichever comes first.
- ❑ When you save text, the system will tell you how many characters are left or if you have used too many.
- ❑ You can preview your statement after you have saved it.
- ❑ You cannot use *italics*, **bold** or underlining .
- ❑ The system will recognise European characters eg â é è
- ❑ Write your PS in Word and paste onto the UCAS form

# Writing about the Course: the Advice from UCAS



- ❑ **At least two thirds of your personal statement should relate to the course**
- ❑ The personal statement will be seen by all your choices and **could be used as the basis for an interview**, so be prepared to answer questions on it
- ❑ Remember, in most cases, this will be **the only written work that the course tutor sees before making a decision**

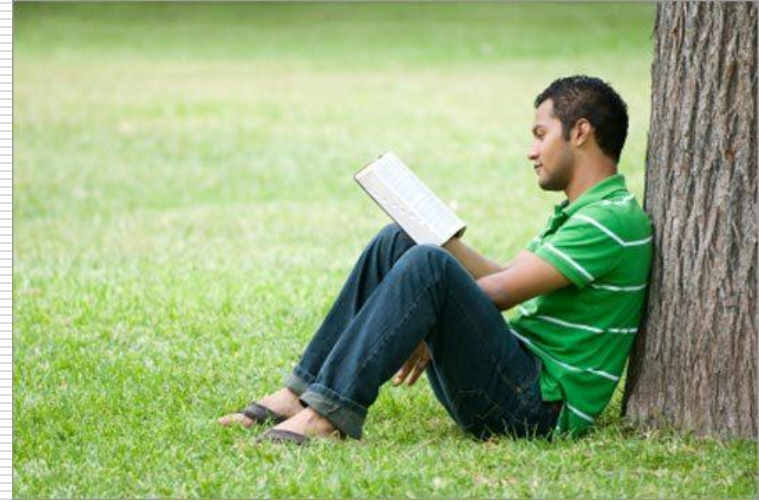
# Two of the most important things to include are:

(1) **Why you are applying for the course you have chosen:**

- Why does the subject interest you?
- **Include evidence that you understand what's required to study the course**
- What got you interested in the subject?
- What have you learnt about the subject?
- Any activities that demonstrate your interest in the course(s)







## (2) **Why you are suitable for the course:**

- ❑ Which skills and experience do you have that will help you succeed on the course.
- ❑ What have you done to develop your knowledge of the subject?
- ❑ What evidence is there that you have read, studied, gained experiences outside the confines of your A level courses?

# Avoid exaggerated language

Maths is.....

'amazing'

'incredible'

'fantastic'

'unbelievably interesting'

'captivating'

Say something more thoughtful





# How should you say it?

- ❑ Persuade them that you are like this don't just claim it?
- ❑ 'I am like this because.....'
- ❑ Use evidence from work experience
- ❑ Use evidence from achievements
- ❑ Use evidence from voluntary activities **BUT** not, for example 'I am a good at team work because I play in a team'.



# What makes a good personal statement from the University of Birmingham

[unibirmingham](#)

217 videos

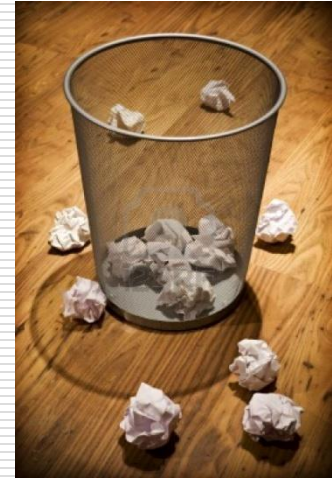
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Michael Collie  
BBC Presenter and former student

# Do a draft and redraft it several times



- First, start by looking at the Personal Statement Mind-map on the UCAS APPLY website :

<http://www.ucas.com/students/applying/howtoapply/personalstatement>

- Use it to help you construct a mind-map focused on your personal aims and aspirations



- Second, use the **excellent** four page Personal Statement worksheet on the UCAS APPLY website to plan your statement in detail:

<http://www.ucas.com/students/applying/howtoapply/personalstatement>

- The worksheet gives you very clear indications about how much to write for each section **Remember: at least two thirds on the course**
- Next write out your statement in full and read carefully what you have written and don't be satisfied until you have re-worked it several times

# Subscribe to the Excellent SACU Personal Statement Builder

SACU

## *Personal Statement Builder*



# What Does Personal Statement Builder Offer?

(1) Personal Statement Builder guides you through each section of your Personal Statement

(2) The final re-draft section automatically scans your statement for a host of potential issues and reports back on items including:

- Clichés
- Overuse of intensifier words (Amazing! Enthralled! Captivated! etc etc)
- Number of sentences starting with I
- American spelling errors
- Repetition
- Structure



## Personal Statement Builder (Student Licence)

£5.00 £6.00 inc. Vat

Single licence for Personal Statement Builder for your own personal use

The Personal Statement Builder can be used in conjunction with the Checker or as a stand alone tool that allows students to be guided through the stages of writing a first class personal statement


Created in conjunction with Paul Telfer author of the best selling guide, *'Personal Statements: How to write a UCAS Personal Statement'*, this tool has incredibly detailed guidance designed to help students through this difficult task



Which?

University

# Personal Statement Advice and Subject Guides



The Which? University guide to  
**PERSONAL STATEMENTS**

**No two personal statements should be the same (the clue is in the *persona!*), but there are certain additions that will get the attention of the admissions tutor reading it whatever subject you want to study.**

Remember: what you write could end up being the decider between you and another candidate. Avoid the [10 things admissions tutors don't want see on your personal statement](#) at all costs and take a closer look at these top tips - plus, don't miss our latest round-up of [10 MORE things to include in your personal statement](#).

**Personal statements - tips from universities**

We asked admissions tutors for their personal statement dos and don'ts - here's what they said...

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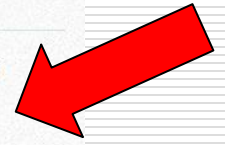
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<http://university.which.co.uk/advice/10-things-to-put-in-your-personal-statement>

# Above All Don't Plagiarise!

One year 234 UCAS personal  
statements contained the following:



"Ever since I accidentally burnt holes in my pyjamas after experimenting with a chemistry set on my eighth birthday, I have always had a passion for science."