



# Notre Dame

CATHOLIC SIXTH FORM COLLEGE

## Virtual Higher Education Day: UCAS Personal Statements

One key task you will all need to complete before the summer is writing your personal statement.

You will have time in tutorials after Easter to do this. Whether you are going to university or not, a personal statement is a really useful document to have. Please take some time to read the information below, which includes useful videos and top tips from university staff.

Writing your personal statement is not an easy task and takes time. Consider the skills and experience you have and start jotting ideas down: you will have achieved more than you think.

### **Personal Statement - The FACTS**

- A personal statement is all about you - you are the best person to write it.
- It can be up to 47 lines long [with 4000 characters].
- You can apply for up to five courses via the UCAS form but you only write ONE personal statement.
- We encourage you to complete a draft personal statement, then try and improve it. It is hard to write the whole document in one go.
- Ask other people to read your statement and give you feedback.
- Check your spelling and grammar.
- Be enthusiastic.
- Stand out: don't undersell yourself, think of all your achievements, skills and qualities you have to offer. What makes you stand out against the other students applying for the same course?

### **Key Sections**

There is no right or wrong way to structure your personal statement but these are the main areas to consider:

- **Reflect on your academic study** to date and the skills developed from your A-levels/level 3 courses.
- **Why you have chosen your HE course**, what have you researched about the course, what wider reading you have done, what are your career aspirations. Have you researched the modules you will study? The university needs to know you are serious about this subject - how can you demonstrate your enthusiasm/commitment?
- **Work Experience/Volunteering** - what have you done to date? Is this essential for your course? How much work experience do you require and have you completed this



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recently? Reflect on the key skills developed and what you have learnt. You may have completed Duke of Edinburgh, NCS for example. For example some teaching courses may require 15 days recent work experience in a school. Have you taken on any additional responsibilities at Notre Dame being a tutor rep or supported fundraising/charity events.

- **Additional Skills/Hobbies** - The University want to know more about you, what makes you an individual and unique. Do you have any hobbies? Do you play sport, enjoy travel, speak multiple languages. Have you lived in another country? Do you wish to continue developing these hobbies at university?

## Online Resources

- [UCAS - How to start your personal statement \[Video\]](#)
- [Leeds Beckett University - Top Tips](#)
- [Manchester University - Top Tips](#)
- [Birmingham University - Top Tips \[Video\]](#)
- [Liverpool John Moore University - Top Tips \[Video\]](#)

If you are applying to Oxbridge or for medicine / dentistry / veterinary science please liaise with Ms Kitty Graham regarding your personal statement ([K.Graham@notredamecoll.ac.uk](mailto:K.Graham@notredamecoll.ac.uk) )

If you have any further questions, or would like support from the careers team, please email us using [careers@notredamecoll.ac.uk](mailto:careers@notredamecoll.ac.uk)