

Personal Statement: Checklist



Structuring your statement:

3 section method:

- Section 1 Why you want to study the course?
- Section 2 Demonstrate your knowledge of the course. Make clear why you are the ideal candidate for Higher Education.
- Section 3 Detail your relevant experience outside the classroom which shows your dedication to your subject and to Higher Education.

Writing effective paragraphs:

Try to think of each paragraph as a 'mini-essay' that should have a beginning, a middle and an end. Each paragraph should have 3 main components:

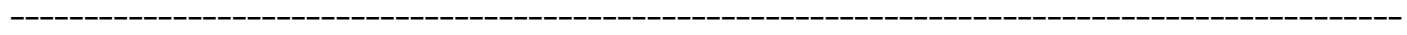
1. The topic sentence - the sentence that lays out what your paragraph is going to explore.
2. Supporting sentence(s) - sentences that provide information which backs up your topic sentence
3. Concluding sentence - a 'mini-conclusion' that rounds off your paragraph.

In order for a piece of writing to flow, your paragraphs need to flow together fluently using what are called transitional phrases. Some common transitional phrases include:

In addition...	Additionally...	Furthermore...
As well as...	Along with...	Apart from...

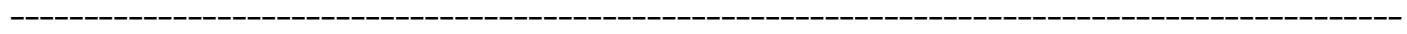
Opening paragraph(s) **Score out of 5:** /5

What (if any) changes do you need to make to the opening paragraph(s)?



Concluding paragraph(s) **Score out of 5:** /5

What (if any) changes do you need to make to the concluding paragraph(s)?



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Read your PS again carefully and tick the relevant box:

Does your personal statement...

- Have a strong start? Yes No Maybe
- Avoid clichés? Yes No Maybe
- Use quotes with caution? Yes No Maybe
- Sound like you? Yes No Maybe
- Demonstrate your interests? Yes No Maybe
- Demonstrate your motivations? Yes No Maybe

Is it...

- Relevant? (Ask yourself "So what?") Yes No Maybe
- Positive? Yes No Maybe
- Concise? Yes No Maybe
- Accurate? Yes No Maybe
- Well-structured? Yes No Maybe
- Correct spelling, punctuation, grammar? Yes No Maybe
- Original? (Your voice!) Yes No Maybe

iCatch:

How many sentences start with "I" in your personal statement?

- <5 5-10 11-15 16-20 >20

