

# EFFECTIVELY ARROGANT

Personal Statements

# PERSONAL STATEMENTS

Your personal statement is an explanation of why you want to study your subject at university and is your chance to stand out from other applicants.

Universities use the personal statement to identify the right people for their courses, and it can therefore be the most important part of the UCAS process.

In order to write a successful personal statement you need to sell yourself. This booklet will help you to be effectively arrogant to help you secure your place on the course.

Firstly, can you sell a drawing pin in one minute to a friend?

Now let's think about selling yourself...

## What to include

- What subject you want to study and why you want to study it
- Your academic understanding of the subject and the areas you are most interested in
- Any relevant work experience or a part time job
- Activities or extra responsibilities in school/college
- Your hobbies and interests
- Future career aspirations
- ...and most importantly provide examples of the skills you have developed along the way

# WHAT DO UNIVERSITIES WANT TO SEE?

- Commitment and enthusiasm for the course
- Skills that will help you with university level study and examples of how you developed these skills
- Evidence that you will participate in university life
- A well written personal statement showing excellent communication skills



# SKILLS

You should write about the different skills you have gained from your current studies, work experience, part-time job, or extra-curricular activities.

- What skills do you have?
- Can you demonstrate these skills in action?
- How will they help you at university?

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## Some skills could be:

Communication	Time management
Leadership	Problem solving
Teamwork	Presentation skills
Organisation	Commitment
Meeting deadlines	Essay writing

# HOW DO I SHOW COMMITMENT AND ENTHUSIASM?



- Read about your course including what modules you will be studying on university websites
- Read around your subject e.g. current topics in the news
- Consider how you enjoy your subject in everyday life
- Ask your teachers about wider reading to get an insight into studying your subject at a higher level

# PERSONAL STATEMENT ACTIVITIES

The next few pages are designed to help you make a start on your personal statement by asking you some questions that allow you to list or map out answers more visually. Add to the diagrams and lists as much as you want to help build up information you can use in your personal statement.

## CHOOSING YOUR SUBJECT

**Why do you want to study the subject?**

I want to study \_\_\_\_\_ because

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**What areas of your subject do you particularly enjoy or look forward to studying?**

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# SHOWCASING YOUR SKILLS

What relevant skills do you have for university level study?

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How did you develop these skills?

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# DEMONSTRATING YOUR INTERESTS

**Have you got a part-time job, had work experience or done any voluntary work?**

List them below

What skills did you learn from these?

_____	:	_____
_____	:	_____
_____	:	_____
_____	:	_____
_____	:	_____
_____	:	_____

_____
_____
_____

**What do you do in your spare time?**

_____
_____
_____

_____
_____
_____

**What are your career goals?**

I'd like to be:

_____
_____
_____

# PERSONAL STATEMENT TIPS

## Final checklist



**Is it positive?** Focus on your strengths and areas of the subject that you enjoy



**Does it fit within the line/character count?** You only have 47 lines (or 4000 characters)



**Is it your work?** Do not plagiarise or lie



**Have you linked your experience to either: your subject area, or useful study skills for university?**



**Have you proof read it?** Always get someone to check for spelling, grammar and clarity

## Did you know?

University of Suffolk is in the Top 10 for Accommodation, Courses and Lectures, and Student Support as voted by students in the Whatuni Student Choice Awards

University of Suffolk Graduates are in global life changing jobs:

- Arsenal FC
- BBC
- Hollywood
- Random House
- Ubisoft

# 70%

of the personal statement should be academic

## Useful websites

University of Suffolk:  
[uos.ac.uk](http://uos.ac.uk)

UCAS – Course search, advice, fees:  
[ucas.com](http://ucas.com)

Which? University – View 'Get advice', 'Personal statements':  
[www.university.which.co.uk](http://www.university.which.co.uk)

# 30%

of the personal statement should be about you

# VISIT US AT AN OPEN EVENT

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If you want to find out more about courses, finance, careers and what the University of Suffolk can offer you then come along to one of our Open Events.

**Visit us**

[uos.ac.uk/openevents](https://uos.ac.uk/openevents)