

# DATES TO REMEMBER

The College deadlines for UCAS applications are:

**27 SEPTEMBER 2010**

Oxford, Cambridge, Medicine, Veterinary Science and  
Dentistry applications

**8 NOVEMBER 2010**

All other applications

**Your form must be completed and handed in at Student  
Services by these deadlines.**

## **REMEMBER**

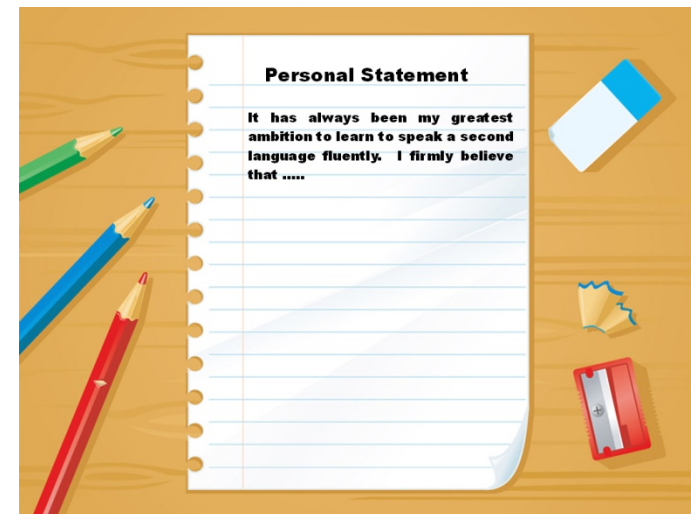
UCAS will start to accept applications from **mid September**. The earlier UCAS receives your application, the better your chances of getting an offer.

From the date you hand in your form, it can take the College 4+ weeks to process and send your form to UCAS.

If you need help, please contact your Tutor, Student Support Leader or the Student Guidance and Progression Manager in Student Services.



# WRITING A PERSONAL STATEMENT



## WRITING A PERSONAL STATEMENT

- You have a maximum of 47 lines or 4000 characters (not words).
- Keep it clear and concise.
- Use paragraphs. Aim to use about 5 paragraphs making sure that each one flows in a logical way.
- Check your spelling, punctuation and grammar thoroughly.
- Get your teachers or parents to proof-read it.
- A good personal statement has a stamp of individuality that makes you stand out from everyone else.
- Don't copy someone else's personal statement. UCAS uses anti-plagiarism software to check every application.
- Don't leave it till the last minute to get started.

## YOUR PERSONAL STATEMENT SHOULD INCLUDE

- Why you have chosen the course(s);
- The reasons why that subject area interests you;
- Aspects of your current studies related to the course(s) you have chosen;
- Why you think you would be a good student;
- Details of jobs, placements, work experience or voluntary work you have undertaken, particularly if it has relevance to your chosen field;
- Hobbies, interests and social activities;
- Non-accredited qualifications, eg Duke of Edinburgh Award or Young Enterprise;
- Any other achievements, eg selected to the county cricket team;
- Positions of responsibility, eg form prefect or college council representative;
- Attributes that make you interesting and unique;
- Career and/or gap year plans.

## GENERAL TIPS

- Open with an interesting first sentence that doesn't begin with 'I'.
- Be enthusiastic, but don't waffle!
- Be creative, but don't try to be too clever. Humour can be very effective, but take care how you use it.
- 'Show, don't tell'. Don't just list what you have done, show what you have learned.
- End your personal statement on a positive note; this is your final chance to impress.

## ADVICE FROM UNIVERSITY OF OXFORD

- 2/3 should be devoted to the subject.
- Specific examples, not general statements.
- What have you enjoyed studying? Why?
- What have you read outside school? What did you think of it?
- Should be personal, but not 'quirky'.
- Extra-curricular activities should focus on transferable skills.

## RECOMMENDED BOOKS (available in the Careers Department)

- 'Creating your UCAS Personal Statement' by Alan Bullock.
- 'Writing a Winning Personal Statement' by Ian Stannard and Ian Stephen.
- 'Writing an Effective Personal Statement' by Michael Senior and Paul Mannix.

## RECOMMENDED WEBSITES

- [www.ucas.com](http://www.ucas.com)
- [www.thestudentroom.co.uk](http://www.thestudentroom.co.uk)
- [www.thestudential.com](http://www.thestudential.com)
- [www.purepotential.org](http://www.purepotential.org)

Some universities provide advice on writing personal statements, so check their websites or UCAS Entry Profiles.