University and college personal statement worksheet

Instructions:
- This worksheet will help you think about the information you could include in your personal statement. Write down your thoughts for each section. Use the information you gathered in the preparation task to help you

Why have you chosen this course(s)?

What was the trigger? Was it a family trip, a teacher, work experience, a subject you have studied?

Interests related to your chosen course

Why does this subject interest you? Try to demonstrate that you have a good understanding of what the subject is about.

Experience related to your chosen course

Have you studied a topic or subject that relates to your chosen course? Have you taken part in any other activities that demonstrate your knowledge/ interest in the course?

My World Of **Work**

What makes you suitable for the course

What makes you stand out from other applicants? Why do you think you would be successful studying your chosen course?

Skills, aptitudes and personal qualities

What skills and qualities do you have that will help you on the course? These can be gained in many ways, not just at school e.g. voluntary work, leisure activities, and hobbies.

Work experience

Give details of any previous employment such as a part-time job or work experience. Try to link any experiences to skills or qualities related to the course.

My **World** Of **Work**

Other relevant experience and achievements

This could include voluntary work, online courses or training, clubs, awards e.g. Duke of Edinburgh. Also think about positions of responsibility that you have held both in and out of school.

Hobbies and other special interests

Make a list of your hobbies, interests and social activities. Think about how they demonstrate your personality, skills and abilities. Try and link them to the course you are applying for.

Your ambitions

How does the course relate to what you want to do in the future? Don't worry if you don't have an exact career in mind but show that you have considered what you could do.

Skills Development Scotland