

Personal Statement:

This is to be included on the section of the application form that asks you to explain why you are applying to the course/s and why you are suited to it.

Your personal statement needs to show why you want to come to that particular college, and your enthusiasm about studying the course/s of your choice.

You should also have a clear idea of how it will be of value to you. You must show that you understand what the course involves and that your strengths, interests, skills and experience are well-suited to it.

In a few short paragraphs (no more than one side of A4 max) you want to persuade the reader that you have the qualities necessary to perform well on the course. Your personal statement can be one page of A4, split into paragraphs or headings. You can use bullet points if this helps you to lay the information out in an easier way.

What you need to do

Read about the course you are applying for – look in the prospectus and download course information on the college website. What does it involve? What kind of skills does it require? What university, apprenticeships and future employment will it lead onto?

Look at the course syllabus (what you will study and exams) – check out the examining board (what are the expectations), compare course content and syllabus with other college's as they are often different and you need to choose what you think is best for you. Ask to see a typical timetable – how many free periods and study days are there, what activities (and when) are available to do in the free periods (this will also help you to plan bus journeys etc.).

What you do inside and outside of school (sport, music, drama, volunteering, and any responsibilities e.g. prefect. Describe any work experience including part-time jobs (weekend and after school) that you have had. Mention any awards or achievements in and outside of school (certificates, badges, etc.).

Write about your skills (things that you can do well) and experiences that are most relevant to your application (communication skills, team working, practical and design skills, sports etc.).

Explain your reasons for applying – e.g. completing the course will help you pursue the career you want or allow you to progress onto a higher level course, apprenticeship or university degree. If it is a vocational course e.g. BTEC Level 2 or 3 you should be considering the **work placement** you would like to do (as college will expect you to find and sort your own) in preparation for starting the course in September (this can be unpaid or paid if you have secured a part-time job). So any work experience already gained should be stated on the personal statement .

Say way you have a strong interest in the subject - The main aim is to show the reader that you have researched your career options and college courses, and are choosing something that matches your interests, personality and strengths. They will also be looking to see if you are committed to the course, and willing take up any enrichment opportunities on offer that would be useful and enjoyable for you in addition to your main course of study.