

Final Draft Personal Statement – A checklist

- The spelling and grammar in my statement is perfect. My points are written in clear sentences and there are no typos.
- My statement has a clear structure, including an introduction and conclusion. Each paragraph has a distinct topic or message, that could be summarised in one line.
- All of the writing is my own work. I have not plagiarised anything from previous applicants, or examples online.
- I have taken full advantage of the space available, and not gone even one character over the limit – 4000 characters including spaces (these will be cut off anyway, when entered into UCAS).
- The statement reflects my intellectual passions. It is not just a list of platitudes and a plea for a place.
- The statement shows that I know what the degree will entail, the reader can be confident that I've read all the detail of the course content.
- I have discussed my academic knowledge and linked this to reasons for choosing the degree.
- I have not missed any opportunities to mention extra-curricular activities, interests, volunteering, personal experiences, jobs, trips or events that provide evidence of my interests and abilities.
- I have mentioned skills, both academic and personal, that I believe are relevant to success on the chosen degree, and explained why I believe they are relevant.
- I have not made general statements and claims that have no evidence to back them up i.e. my statement is personal to me, and contains evidence and examples from my life.