

Use this checklist when supporting your students with their Personal Statements. This checklist is a guide only and may be adapted.

General

- Is the style of writing appropriate for the audience?
- Has the use of clichés, quotes, jokes, and catchy phrases been avoided?
- Does the student provide an analysis of their broader reading or experiences?
- Does the statement reflect the student's own voice, without relying on AI?
- Is the statement free of university names, ensuring suitability for all choices?
- Is the content distinct and free from repetition found elsewhere in the application? e.g. repetition of predicted grades

Section 1: Why do you want to study this course or subject?

- Is there a clear motivation or reason for studying the course?
- Has the student supported their reasons with evidence?

Section 2: How have your qualifications and studies helped you to prepare for this course or subject?

- Have they highlighted the knowledge or skills gained from their qualifications?
- Have they provided meaningful reflections on their academic journey, avoiding simple descriptions of what they have done?

Section 3: What else have you done to prepare outside of education, and why are these experiences useful?

- Are experiences linked to their chosen course to show their relevance?
- Have they identified specific skills (e.g., communication, problem-solving, creativity) gained through these experiences and explained their relevance?