

GUIDE TO PERSONAL STATEMENT SUPPORT AT NEWMAN

It is important you start thinking about your personal statement early, do not leave it to the last minute and rush it. When you have a draft, this can be checked by college staff. Refer to the guide below for support and guidance on the process at Cardinal Newman.



Use online resources and the resources available at college to help you write your personal statement. This includes the information on university websites and information you have received from assemblies, careers meetings and lessons.

[UCAS Personal Statement Tool - Learn what to write about UCAS \(sharepoint.com\)](#)



Do not write your personal statement in the UCAS application. Start it on a word document so that you can use the grammar, spell check and thesaurus facility and to make it easy to share with the people that are supporting you and checking it.



Think about what you are applying for. If applicable, check that you have included work experience, volunteering, examples of skills needed for the course e.g. teamwork, communication etc... and wider reading and knowledge of professional bodies if you are applying for a vocational degree. College staff can give you more information on this and example personal statements are available to use as a guide. Ask your teachers or drop in at Careers - B003



Once you have a final draft, college staff will check it and give feedback. Tell your Achievement tutor what course/subject you are applying for at university, and they will add you to the appropriate 'Personal Statement TEAM' and you can upload it as an 'assignment' to be checked by teaching staff and get feedback on any amendments that need making.



Continue this process until you are confident your final version is what you want the universities to read and then you can upload it to your UCAS application.

'Click here'

[UCAS Apply Guide & UCAS Application Process](#)