

# UCAS PERSONAL STATEMENT WORKBOOK

This workbook will  
help you get started  
writing your UCAS  
personal statement.





**'I DON'T KNOW  
WHAT TO STUDY  
AT UNIVERSITY.'**



# 'I DON'T KNOW WHAT TO STUDY AT UNIVERSITY.'

**The most important thing to get right!**

You want to be clear on what works best for you. Ask yourself:



## Activity

1. What are your favourite subjects?  
What university courses and careers are linked to these subjects?

2. What topics do you look forward to/get top marks in?

3. Are you excited and motivated to study this for a further three or four years? Why?

4. Do you have any work experience in this field? What experience might be useful?

# RESEARCH

<https://www.prospects.ac.uk/>

## Activity

What skills and qualities are key to your course and future career?



# WHY DO YOU WANT TO STUDY YOUR CHOSEN COURSE?

## Activity

- Use the key skills you have researched. These are your reasons for wanting to study the subject.
- Evidence - this should be a specific example of when you have used/demonstrated this skill.

*E.g. I have a keen interest in History. Analysing sources against others is one of the key reasons I want to develop my study of History. I enjoy contrasting accounts and assessing the validity of interpretations. I look forward to furthering my analytical and debate skills through higher education*



# IS THERE A SPECIFIC TOPIC YOU CAN DISCUSS IN DETAIL?

## Activity

You should show off your research and critical thinking/analysis skills:

- Find a specific, small topic
- Select and summarise 2-3 key points
- Did anything surprise you/did your understanding of the subject change from your research?

*E.g. I have developed an interest in human rights law, particularly a recent case of two women challenging the new law that immigrants wished to join their spouses had to pass a "pre-entry" English language test. One of the main legal issues centred on whether the new policy breached the appellants' right to a family life. I was struck by the level of uncertainty in the wording of the final judgement. Although the appeal failed, the judges stated that a "significant number" of future cases, for example, those in which immigrants had learning difficulties, would be likely to breach human rights. My research led me to reflect on the fact that the application of specific laws depends on very subtle differences in the circumstances of different cases.*



# WHAT HAVE YOU LEARNT FROM TAKING PART IN COURSE-RELATED ACTIVITIES?

## Activity

- Identify any course-related activities that are relevant to your chosen course?  
E.g. work experience
- Can you go into a little detail about the key things you learnt or found interesting?

*E.g. Through completing my Duke of Edinburgh Silver award, I have developed skills in planning tasks and leading a team. I speak two different languages - English and Portuguese - and this has given me a valuable perspective in understanding different cultures. During my A-Levels, I worked in a busy shop and swam for the school team - balancing these commitments with my studies has improved my time management significantly.*



# BRIEF CONCLUSIONS AND OTHER SKILLS

## Activity

- What are your extra-curricular activities? (e.g. sports teams, part-time work, NCS, Duke of Edinburgh)
- What skills did these activities demonstrate?



For more information and advice on writing your personal statement, choosing a course/university, or the UCAS application process:

**UCAS – How to write your personal statement**

<https://www.ucas.com/undergraduate/applying-university/writing-personal-statement/how-write-personal-statement>

**Which? - How to write a UCAS personal statement**

<https://www.which.co.uk/money/university-and-student-finance/getting-into-uni/how-to-write-a-personal-statement-a3bfp7h4yv7s>

# SHAPING FUTURES

The Merseyside Collaborative  
Outreach Programme



Tell us what you think ...  
**Click here to fill in our survey**

## Contact us

You can contact us by  
email [admin@shaping-futures.info](mailto:admin@shaping-futures.info)  
or [www.shaping-futures.org.uk](http://www.shaping-futures.org.uk)

## Chat to us!

Got questions? **Click here**  
chat to one of our team,  
we are here to help.



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