Glasgow Kelvin College

PERSONAL STATEMENT

The purpose of the personal statement is to provide you with the opportunity to tell us more about yourself, and let you explain why you want to undertake the course.

1. PREPARATION

- Find out when applications will open so that you can prepare in advance.
- Check the college website to see what previous qualifications, skills and qualities they would like you to have for your chosen course.
- Make a list of things you would like to include.
- Start drafting early.

2. WHAT TO INCLUDE

- Why you're interested in the subject.
- Why you've chosen the course(s).
- Why you want to come to college.
- Your enthusiasm for the subject and any specific areas of interest.
- What you might want to do in the future with the skills and knowledge you will gain.
- How you would be an asset to the course/college
- Tell us about your achievements and attributes including previous qualifications or activities and hobbies that show your interest in the subject.
- And any other qualities that you have that set you apart from other candidates.

3. HOW TO WRITE IT

There's no right answer for how to write it, or any definite formula you should follow – just take your time and don't worry if it doesn't sound right on your first attempt. Even the best writers in the world redraft their work.

Structure

- Structure your information into an order that's most relevant to the course(s) you are applying for.
- Start with a good opening sentence that encourages the reader to read on

Style

- Write in English and avoid italics, bold or underlining.
- Use an enthusiastic and concise tone of voice – nothing too complex – just what comes naturally.
- Be careful with humour, quotes or anything unusual – you do want to be individual, but if the tutor doesn't have the same sense of humour as you, it might not work.
- Get the grammar, spelling and punctuation right, and redraft your statement until you're happy with it.
- Proofread and read it aloud to hear what it sounds like.

4. TECHNICAL DETAILS

- The statement should be no more than 2000 characters long.
- Make sure you don't copy from anyone or the internet.