

Postgraduate personal statement checklist

Are your personal statements up to scratch and ready to send to universities? See how your personal statement matches against the below. Have you:

- Checked with the university for instructions or prompts indicating what they want you to cover in your statement?
- Checked if there is a word count?
- Said why you want to pursue postgraduate study?
 - This might be based around your career choice, personal development and achievements.
- Provided reasons for wanting to study at that particular university?
 - This might be the university's educational reputation, the course reputation, or you might wish to work in that location once you have completed your course.
- Said why this particular subject is of interest to you?
 - This might be because it is relevant to your academic interests, previous study, future career route, or it relates to your personal interests.
 - When did you become interested in this field and what have you already learnt about it?
 - Ensure that you demonstrate your motivation and enthusiasm.
- Told them which aspects of the course are of particular interest to you?
 - This might include work placements, links with employers, good job prospects, unique specialist modules, and where there are links to your previous studies or future career plans.
- Referenced previous academic and practical experience you have that demonstrates interest in your chosen subject?

- Have you undertaken relevant work experience, employment or volunteering?
 - Describe any extended essays, independent work, projects or dissertations that are relevant or demonstrate relevant skills.
 - You might have been part of a specialist club/group or have taken on additional interests within that subject.
 - You could mention any relevant grades, awards, extra readings, or conferences that you have attended
- Stated your academic and personal skills that will help you make the transition to postgraduate study and get the most out of the course?
- What academic skills have you got to offer e.g. computing skills, scientific techniques etc.? How did you gain these e.g. via lessons, field or laboratory work.
 - Think about the relevant personal skills you possess e.g. critical thinking, time management, communication, analytical skills, working unsupervised.
 - Ensure that you give an example to demonstrate each of the skills that you have mentioned so that admissions tutors have proof of your claims.
 - Demonstrate that you have seriously considered your strengths for postgraduate study/research.
- Outlined what your career aims are in the short and longer term?
- You might not have a clear focus on what you want to do after the course but you should mention the ideas that you are considering.
 - Ensure that there is logic to your reasoning to following a particular path, e.g. it is based on specific experience.
- Had it checked and re-checked for formatting, spelling, punctuation and grammar?

Further information and sample statements

- www.prospects.ac.uk/postgraduate-study/masters-degrees/personal-statements-for-postgraduate-applications
- <https://targetjobs.co.uk/postgraduate-study/1043381-how-to-write-a-winning-application-for-your-postgraduate-course>

For further advice or feedback on your statement book a careers appointment at: <https://worchester.targetconnect.net>

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