

DEVELOPING A PERSONAL STATEMENT

ADDITIONAL INFORMATION

LANGUAGE

Your tone should be positive and enthusiastic. It should show your willingness to learn and persuade the reader you have what it takes to succeed on your chosen course.

- Use fresh and exciting language to make your application stand out, and use engaging opening paragraphs.
- Use accurate grammar, punctuation and spelling.
- Use clear language in short sentences and avoid extravagant claims.
- Avoid using generic terms, instead talk specifically about the course.



Example

Don't: *'I was inspired by the University's world-renowned researchers and world-leading facilities.'*

Do: *'I was inspired to study Animal Biology because of the ground-breaking work into the behaviour of bees that is being led by Professor Francis Ratnieks. I follow the work of the University Laboratory of Apiculture and Social Insects and would be proud to study in such a renowned department and contribute to its highly ranked research.'*

STRUCTURE

Use a tight structure in your personal statement and make sure each paragraph logically follows on from the one before. Write some headings to help you get started and to break up the content such as **Introduction** 'Why this university?', 'Why this subject?', 'Ability/Skills', 'Personal Experience and Interests' and 'Career Aspirations/Visions'. You can remove afterwards if you wish.

Your personal statement must:

- Have an eye-catching and interesting introduction, an engaging middle part and a strong conclusion.
- Have an introduction that acts as a framework for the rest of your statement, with the main part of your statement detailing your interests, experience and knowledge.
- Have short sentences of no more than 25-30 words.



Examples

'I have a proven ability for, and comprehensive knowledge of theories, concepts and methods related to Process Engineering with particular relevance to manufacturing.'

'Passionate about nutrition, I am a member of the Nutrition Society of Ireland Group on LinkedIn and regularly like and comment on posts. I also follow a number of influencers and thought leaders in Optimum Nutrition in the media and on social media and have written two blogs in this area. This year I had an excellent opportunity to develop my skills further when I worked for a period in Danone. Here I learned a lot about various nutrition extraction processes and also gained skills in communication delivering presentations to my manager on key research findings.'

'My passion for Psychology stems from my interest in how dementia affects the personality of patients suffering with the condition. That's why I spent my gap year working with the Alzheimer's Society, supporting patients and families by visiting them at home and holding surgeries to give sufferers and carers someone to talk to.'

CONTENT: MOTIVATION AND MATCH

Why this course of study/career path?

Outline how you match the requirements.

- Give strong reasons as to why you want to study the course. Read the details of the course you are applying for in great detail.
- Mention relevant study including projects, dissertations, essays or work experience.
- Provide evidence of your key skills e.g. research, critical thinking, communication, organisation, planning and time-management and show how you can contribute to the university department.
- Show what makes you stand out as an applicant.
- Explain who your main influences have been and why.
- Draw on your other experiences, for example are you a member of a society, have you written any papers or won any awards, scholarships or won any awards, scholarships or prizes?
- Highlight your career aspirations and show how the course will help you to achieve them.



Mention something that drives you to that particular area of study if a new course of study. Do you follow thought leaders in this area in the media or online? Are you keeping up with news and current trends or attending webinars, podcasts, etc...?

If you did not have an opportunity to do a related work placement, think about contacting someone currently working in this area who might need a piece of research completed, or someone to manage their social media for a short period. If that is not possible maybe they are open to speaking with you or completing an online questionnaire on what it is like to work in that area.

If you have held a leadership role at college e.g. student leader or a role within a CIT Society make sure to mention. Include any relevant activities or event you were involved in as a society member. If you have met employers in this area at career fairs mention this and what you learned about this career path.

Outline the skills and interest you have related to the technical area of your new course of study but do not forget any other skills like presentation, communication, time management and teamwork. In 2020 specifically, adapting to a changed learning environment with remote learning and developing resilience were huge skills shown by students. Think carefully about skills you will need in your new career path.

Personal/Related Interests & Achievements

Make a note of any additional training you have done or interests you have outside of college that could be related to your course of study.

Career Plan

Be very clear to outline your overarching career vision and plan of how to get there. Make sure to mention people you have connected with or interviewed to explore this career pathway or direction. It is important to use every opportunity to show that you have validated that this is the correct career pathway and course of study for you. Places can be very limited for further study so make sure to give yourself the best chance with a great Personal Statement.

Also check out www.careersportal.ie. It can give you information on the career in question sometimes even videos of those in the role.

Conclusion

The conclusion should sum up your main points, reflect on your main accomplishments and clearly show your desire to study. Reiterate your motivation and commitment to undertaking this study.

Disclaimer: Information is provided in good faith by the Careers Team, MTU Cork. MTU, the Careers Team, and any contributing third party shall have no legal liability or responsibility for any individual's decision made on the basis of this information.