

UCAS Booklet 2018-19

Name:

Tutor Group:

Focus	Completed (State Yes when completed)	Deadline for completion
Name and Details	Yes (completed by exams office)	07/9/18
Education Details		14/9/18
Additional Support		14/9/18
Contact Details		21/9/18
Parent / Guardian Details		21/9/18
Qualifications*	Yes (completed by exams office)	19/11/18
Work History		05/10/18
Personal Statement		16/11/18

*If you have taken any external GCSE's you will need to take the certificate to the exams office so this can be added to your qualifications section.

Course applying for	School / College
1:	
2:	
3:	

Name and Details.

Name:.....

UPN:.....

ULN:.....

Date of birth:.....

Gender:.....

Ethnic group: English / Welsh / Scottish / Northern Irish / British

Have you been a resident in the UK / EU for three years or more? Yes / No

Main home country:.....

Nationality:.....

Education Details.

Name of your current or most recent school, college or centre:.....

Learner year group:.....

Additional Support.

Do you consider yourself to have a disability?

Do you consider yourself to have a learning difficulty?

Do you need interview support?

Contact Details.

Your address:.....

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Telephone number:.....

E-mail address:.....

E-mail address at school:.....

Preferred method of contact:.....

Parent/Guardian Contact Details.

Name (Relationship):.....

Address:.....

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Telephone number:.....

E-mail address:.....

Qualifications.

Qualification	Completion Date	Predicted Grade	Actual Grade

Work History.

State the job role and dates you have worked there. Provide a brief description of your role. State whether the job was voluntary or paid.

1:.....

2:.....

3:.....

Personal Statement.

This is a guide to help you write your personal statement. You must ensure you have researched the courses at the college/school thoroughly so you can link your subjects and strengths to the course you are applying for. A personal statement is used on Post-16 applications to Sixth Forms, Colleges or for apprenticeships and employment.

It is a chance for you to:

Reflect on what you have achieved and learned during your time at The Roundhill Academy
Make yourself stand out from other applicants.

Personal Statement sentence starters (to help you vary your language).

I am a Year 11 student at The Roundhill Academy studying GCSEs.
My favourite subjects are
I am currently
My strengths are
I am proud of
I enjoy
My greatest achievement(s) is / are
I plan to
I hope to
I intend to
This year
While at school
Outside of school
Alongside my school work I
Last term I
Recently
During the summer
I work hard to
To develop my skills in
To achieve
To improve
I find / have found challenging / difficult

Skills.

Try to include these key terms in your personal statement (where applicable).

- Planning
- Organising
- Reading
- Analysing
- Using data
- Presenting
- Writing creatively
- ICT Skills
- Designing databases
- Web design
- Researching
- Problem solving
- Team work
- Active listener

Personal Qualities.

These are important to show the kind of person you are, try to include these key terms in your personal statement.

- Reliable
- Punctual
- Patient / Polite
- Responsible / Dedicated
- Flexible
- Confident
- Positive / Optimistic
- Determined / Persistent
- Passionate
- Diplomatic
- Ambitious
- Conscientious
- Dependable / Reliable
- Good sense of humour
- Caring
- Inquisitive
- Enthusiastic
- Helpful / Considerate
- Cheerful
- Independent
- Hard working
- Sociable / Friendly
- Decisive
- Adaptable
- Honest
- Thoughtful
- Energetic
- Adventurous

Use this guide to help you write your personal statement.

1. Introduction.

Who are you, where are you currently studying, what are your predicted grades what courses are you applying for?

2. Talk about why you want to apply for the course, what skills you have for the course.

Also write about which subjects you enjoy studying at school and why. Try and link these to the courses you are applying for. What skills and strengths have you gained from these subjects?

3. Discuss any position of responsibility you may have had or extra curricular activities inside and outside of school.

Examples: Citizenship award (NCS) Head boy / girl, Duke of Edinburgh awards, member of sport teams (inside and outside of school), Peer mentors, Humantutopia, member of JLT, guides for open days, organising events, drama productions, Make a difference day, Roundhill Run, Charity or volunteer work etc.

4. Talk about work experience.

Have you done any work experience? What skills did you develop? How useful was it? Do you have any part-time employment?

5. Talk about hobbies and other interests.

Any interests or hobbies like horse-riding, keeping fit, cooking, drama or language classes, reading etc. You could also mention any additional awards / certificates you may have achieved such as music awards (e.g. Grade 3 Piano), sports achievements etc.

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6. Write about your plans for the future.

What would you like to do when your older? Why? Where do you see yourself in 5 years time?

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Ideas and Guidance for your Personal Statement.

I am currently in Year 11 at The Roundhill Academy in Thurmaston, where I am studying for a total of 11 GCSEs. I chose a range of subjects to study at GCSE which will be relevant to my future studies at college and my future career.

I am predicted to pass all 11 GCSEs with a grade 5 or above but in Textiles, Drama and Maths, I am predicted to achieve a grade 6 or above.

I would like to apply for the Art and Design Fashion BTEC Diploma Level 2, where I then hope to progress to a Level 3 course, before heading to university.

My goal is to open my own business after university and I would like to design and provide costumes to theatres around the country. This will allow me to enjoy working in both textiles and drama.

I enjoy textiles in school, as it is my favourite subject; I enjoy the process from planning, through to design and to creating the final garment. I am skilled in the use of a sewing machine and have had some experience using an over-locker, I can also hand-stitch well, in addition to being able to knit. At home, I have created fancy-dress costumes for my younger siblings, for my local community theatre group and have even fixed some clothes for my dad.

As well as enjoying textiles, I enjoy drama. I'm an out-going individual who thrives when working as part of a team. Although my textiles experience has involved me working alone, I'm looking forward to working creatively with a new group of people, sharing ideas and designing new costumes. I am part of a local community theatre group and I perform, sing and dance; I have taken part in three large productions over the last three years.

In addition to my theatre work outside of school, I am regularly involved in the school play, in which I have performed for the last three years and have also supported with costume and set design. This year, I have been responsible for working with a group of visiting Years 6 students who were putting on a small play as part of their induction to The Roundhill Academy. I was responsible for keeping them safe in the drama studio, encouraging them to work together and for providing ideas and encouragement if they were nervous. I enjoyed this very much, as I enjoy taking on responsibilities.

In addition to these skills, I have also worked during the summer holidays as a volunteer in a local charity shop. I have been responsible for sorting new stock which has been donated and arranging the displays so that they look appealing to buyers. This will also help me in my chosen course, as I've had to learn about the retail side of clothing and attracting customers. I will be doing this again during this summer holiday.

My hobbies are drawing (I doodle designs which I then keep for possible improvement later) and running. I take part in the local park run sometimes with my mum; I've done the 5k twice now and am getting faster. I also like to go to motor shows as my grandad has a classic car. It's great to see some of the old models of cars which have been restored.

I hope to be running my own business once I have attended university, designing and providing costumes to theatres across the country. I imagine starting in a small shop and perhaps starting with fancy dress costumes and then building up from there. I am ambitious and I hope that you accept me on to the course so that I can begin my new journey.

Additional Information.

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