WRITING
A PERSONAL STATEMENT
What is a personal statement?

- It is a biographical statement that gives the selection committee a picture of you as an individual.
- It enables the committee to see what skills, abilities and experience you have.
- It highlights aspects of your life that a resume cannot cover.
A personal statement could include:

- Personal history, family background, experiences and events that have strongly influenced you
- Academic interests, research projects, and experiences related to your field.
- A clear sense of why you want to go into the field
- Your qualifications (jobs, volunteer experiences, and internships, etc.)
- Career goals and future plans
- What you can offer and what makes you different from other candidates
Tips for writing a personal statement:

- Follow the directions given to you.
- Use specific examples and provide details.
- Be original. (Share example)
- Think about using a theme.
- Write concisely and stay focused.
- Be conscious of tone.
- Remember to proofread!
For More Information

If you would like more information about writing a personal statement, please stop in the ARC to see a writing specialist:

Christy Kabat, cjkabat@viterbo.edu/796-3193
Andy Moore, ajmoore@viterbo.edu/796-3195

Or better yet, attend one of the Personal Statement workshops this semester in the Academic Resource Center.
Questions?

Good luck writing!