

Personal Statements Worksheet

Did you find this worksheet helpful? Check out the Career Guide for more info:
<https://www.wcu.edu/WebFiles/CCPDprofessionalhandbook.pdf> for the Canvas Career Collection

What is a Personal Statement?

A personal statement is a type of essay used for applying to graduate school. Each school will have distinctive instructions, from specific prompts to address to specific maximum word count or character limits and types of fonts to use. Make sure you pay attention to each school's instructions and follow them closely.

What to Include in a Personal Statement?

If the institution does not provide specific instructions or prompts, include the following in your statement:

- x **Why you want to go into your career field** (include specific experiences that have brought you to this point in your life. Think about part -time jobs, internships, job shadowing, or personal firsthand experiences)
- x **Your short- and long-term career goals**
- x

Personal statements are typically no more than 2 pages either double or single-spaced. Double check with your institution(s) for specific page length guidelines.

Questions to Ask Yourself Before Writing your Personal Statement:

Respond to the questions below to help you formulate your personal statement.

1. What is unique about you or your life story?
2. What details about your life might help set you apart from other applicants?
3. When/ why did you become interested in this field?
4. What have you learned about this field and how did you learn about it?

