

Personal Statements - Items to Review before Submitting

General Information & Content

I have connected my selected experiences and particular skills to the purpose of the application.

My statement provides the reader with insight into what drives me (why am I telling you this story? What lessons did I learn? How did this experience impact me or the other?).

In addition to summarizing some information, I also state factors or provide concrete examples.

The statement refers to my future goals and my claims are grounded in past experiences.

I have included the name of the scholarship and the degree for which I wish to study.

I have read the statement aloud and I have had the statement read to me -
<https://speechnotes.co/>

Writing Style

The writing is characterized by sensitivity to the audience (e.g. by including definitions, avoiding jargon for general readers and by using general terms and pronouns).

The sentences are straightforward, concise, and naturally worded (e.g., write "use" rather than "utilize", "now" rather than "at this point in time," or "we" rather than "the writers").

There are relatively few sentences over 30 words or two typed lines. There are relatively few paragraphs over a half page long.

I have used the appropriate verb tense (e.g., the past tense to describe work completed and the present tense for conditions and general statements).

I have checked the following common grammatical issues

Correct use of “as”, “since” and “because”

Generally speaking, “as” means “incident in time”; “since” connotes “after an event”; and “because” connotes causation.

Correct: “As I was walking down the street, I heard a noise.”

Correct: “Since you ate the cake last night, we don’t have any dessert tonight.”

Correct: “Because he slept in, he was late to class.”

Floating “it” and “this”

Ex: “Lucy is in a hurry to finish her assignment. Thus it is causing her to take shortcuts in her reading.” To what does “it” refer?

“If” and “then”

“If she has an issue with the homework, she should ask for help.”

Correct: If she has an issue with the homework, then she should ask for help

Agreement of pronouns

Ex: “An individual should question their principles.” “An individual” is singular. “Their” is plural.

Correct: “Individuals should question their principles.”

Infinitives should not be split

“To boldly go where no one has gone before”

Correct: “To go boldly where no one has gone before”

Avoid the passive voice

“The tail was wagged by the dog” (passive voice)

“The dog wagged his tail” (active voice)

“Only” should appear before the word it modifies

Research should only begin after subjects consented.

Correct: Research should begin only after subjects have consented.