

Information to Support Applications

Over the summer holidays we would like you to research courses / jobs, where to study / work, level of study / job and start to look at the information below and start jotting down information that relates to the sections.

More comprehensive support for applications will be given after the holidays.

- These statements set applicants apart from other applications
- Gives you the opportunity to show how interested you are in the course / job
- Shows off your range of skills and abilities
- Enables you to detail relevant work experience – very important for vocational courses

Things that will help:

- Using positive language
- Use the ABC approach
 - Action – what have you done
 - Benefit – what skills did you gain
 - Course – how does it relate to your chosen course
- Develop the support statement – this will take several drafts
- Always have genuine content

What are the admissions / human resource people looking for?

- Evidence that you have researched the subject / course / job you want to do.
- Examples of reading / watching / doing skills related to the subject / course / job you are applying for.
- Any career aspirations

What should you include in the support statement?

- Reasons for choosing the course / job
- Any background interests in the area
- Particular interest within current studies
- Any employment, work experience or voluntary work
- Social, sporting, music or other interests and activities
- Achievements
- Positions of responsibility
- Evidence of teamwork