Open days at LJMU

LJMU offers you everything you'll need to build a successful career and have a great time at university: a respected academic qualification, opportunities to gain hands-on professional experience during your studies, extensive employer contacts, expert academic staff plus excellent teaching, library and student support services.

- Meet staff and students as they show you around
- Tour student accommodation
- Learn more about our careers, placements and internships
- Talk to staff about our scholarships, bursaries and other targeted support
- Chat to John Moores Students' Union (JMSU) about clubs and societies
- Find out about international study, work or volunteering opportunities from our Go Abroad team

Register online to find your perfect course:
ljmu.ac.uk/opendays

KEY DATES FOR YOUR DIARY

Check the UCAS website for full details: ucas.com/apply/key-dates

MARCH – JUNE

UCAS Fairs will be taking place all over the country. A perfect opportunity to chat to the universities you are interested in, pick up a prospectus and register for an Open Day.

JUNE – OCTOBER

Most universities hold their Open Days during this time. Visit the ones you are interested in. Use these events to rule out universities that may not be right for you.

JUNE

Start work on your online application form on UCAS Apply: ucas.com/undergraduate/applying-to-university

SEPTEMBER

This is the earliest date you can send a completed application to UCAS.

15 JANUARY

Application deadline for the majority of courses. Remember that your school or college is likely to have an earlier deadline for personal statements.

FEBRUARY

UCAS Extra begins (if you missed the January 15 deadline).

24 MARCH

A later deadline for some Art and Design courses.

AUGUST

Results day / Clearing / Adjustment vacancy search.

Order a prospectus:
ljmu.ac.uk/study/undergraduate-students/order-a-prospectus

MAKING A DECISION

How to choose your course

- Ask yourself **what you are interested in** and what subjects you enjoy. Don't commit yourself to studying a subject you don't even like.
- Consider **what you want to do in the future** and whether your chosen course will help you get there.
- Do your research. **Look at universities' websites and UCAS.com**
- Consider how the course is taught and assessed – **do you prefer exams or coursework?** Would you rather do more classroom work or self-study?
- Would you like the option to **study abroad or spend a year in industry** (a sandwich course) or do you prefer pure study and a quicker graduation?
- To **fully understand the course content**, make sure you look further than the course title – look at modules, assessment, placements and how you will be taught.

Some things you may want to keep in mind when choosing a university:

- Would you prefer to stay close to home, or move away?
- Will you feel more comfortable studying on a campus or in a city university?
- Are you likely to meet the entry requirements at this particular university?
- What financial packages are on offer?
- Remember to get a feel for a place first, visit the university before applying, explore the city and try out the facilities, chat to staff and students at an Open Day.

How does UCAS Apply work?

- You have a maximum of five choices – you don't have to use them all. You may choose to apply for a number of courses at one university, or at different universities.
- You only have one personal statement. All admissions teams will receive the same statement so make sure it is suitable for all your applications.
- Your personal statement can have a maximum word count of 4000 characters (including spaces). Use them wisely – only include relevant information and avoid repeating yourself.

Visit Liverpool John Moores University at one of our Open Days. Register online now to receive more information **ljmu.ac.uk/opendays**

Writing your personal statement

Why is the personal statement important?

- It's your chance to tell us about YOU, and why we should make YOU an offer.
- It's your opportunity to explain your choice of course, your motivation and commitment.
- It forms the basis for making you an offer or being selected for interview. It also drives the questions asked at the interview.
- It is especially important if your grades are borderline.

How to start

1. Ask yourself what key messages you want your personal statement to give.
2. Prepare a list of facts about yourself that you want to include (with evidence).
3. Organise the material into a logical structure: introduction, main body, conclusion.

Structure

Approach your personal statement like you would an essay. It should have a clear, organised structure with introduction, main body and conclusion.

- **Introduction**
  This should grab the reader's attention and encourage them to read on. Mention why you have chosen your area of study.
- **Main body**
  This is where you provide the bulk of information about you, your skills and your choice of course. It will cover your previous experience at school and outside school, any hobbies, your reasons for applying – but only facts relevant to the course you are applying for.
- **Conclusion**
  Leave the reader with a positive reinforcement of your key messages.

REMEMBER

A universal guide like this one can only give you generic guidelines, what makes a good personal statement will strongly depend on the course applied for. Read carefully any information provided about entry requirements for your course and ensure that your personal statement addresses the points that the admissions teams are asking for. LJMU gives a lot of course-specific hints at

ljmu.ac.uk/study/courses

What to include

ABOUT YOUR CHOICE

- Why are you applying for this course?
- Which aspects of it are you looking forward to studying?
- Why are you interested in this subject?
- What are your reasons for going into higher education?
- Demonstrate that you have put research into choosing the best course for you.

Education – cover not just the subjects you study, but also why you study them, how they link to your course choice and which aspects you enjoy. Tell us of any experiences such as drama productions, school concerts, sports activities, positions of responsibility you may have held (student council, head boy/girl etc), charity initiatives, event organising.

Work experience – this can demonstrate experience related to your course or, even if unrelated, show skills such as communication, team working, time management, problem solving and many more.

Future career plans – if you already have some – this shows that you are focused and committed.

Subject-related hobbies – if your hobbies have nothing to do with the course you are applying for, think carefully about including them as there may be a better way to utilise your 47 lines.

EXAMPLES OF SKILLS THAT ADMISSIONS TUTORS LOOK FOR:

- Good communication skills (listening, oral and written)
- Motivated
- Hardworking
- Time management skills
- Keen to learn
- Independent study skills
- Team working skills
- Focused on the subject
- Relevant work experience
- Punctuality and good attendance record
- IT literacy
- Honest and trustworthy

COVER

WHEN TALKING ABOUT YOUR PREVIOUS EXPERIENCE...

Say what you did (good)

Say what you have learned from it (better)

Say how it links to the course you are applying for (best)

Don't just list everything you've ever done

COMMON MISTAKES TO AVOID

- Avoid bland statements such as "I like reading". What do you like reading? Why do you like reading? What do you gain from reading?
- Don't repeat the information already provided in other sections of your application
- Don't make silly errors such as typos or copy and paste mistakes. Run a spell checker and ask someone to proofread your statement
- Don't make things up – very embarrassing if you get caught
- Don't waffle
- Don't write your life story – only include information relevant to the course
- Avoid using language you don't understand

CHECKLIST

Does your personal statement demonstrate that:

- You understand what the course entails?
- You have a true interest in this subject?
- You have the intellectual ability to cope with the demands of the course?
- You are the type of person that the admissions team are looking for?
- You will get involved in university life and make a positive contribution in classes?
- You have thought through your reasons for applying?
- You are motivated and likely to accept a place, if offered?
- You can write clearly in good English with a structure?
- You can provide evidence of any statements you make about yourself?

What happens after you've submitted your application?

You can track your application on UCAS. You will receive one of the following outcomes from each of your choices:

- **(INV) Invite** for interview/audition
- An offer decision:

  (C) Conditional – most students will receive conditional offers that will depend on grades pending (e.g. BBB, 120 points in UCAS Tariff – this may include a minimum grade in a specified subject)

  (U) Unconditional – this is quite rare and usually for applicants who have already achieved their grades
- **(R) Reject** – no offer of a place
- **(W) Withdrawal** – non-attendance at interview or withdrawn application
- **(F) Full** – your chosen course if full. This can only happen if you miss the application deadline

You may also receive an invite to a departmental applicant day – it's your chance to interview the university. Don't miss it!

COVER

Information for applicants

ljmu.ac.uk/study/undergraduate-students/

You can only take two of your offers forward:

- One must be your 'Firm (F)' choice, which is your first choice course
- You can also have an 'Insurance (I)' choice, which is your second choice
- These will be displayed as CF/UF/CI/UI depending on whether your offer is Conditional or Unconditional
- Ideally your insurance choice should have lower entry requirements than your firm

If you have not received any offers, do not panic. You may still secure a place through UCAS Extra or Clearing.

Visit our website to find out the answers to frequently asked questions: **ljmu.ac.uk/study/undergraduatestudents/how-to-apply**