Learning Centre, Student Affairs

Preparing to Write a Personal Profile for the Hairdressing Program

Format

- ☐ Written by hand or by computer (if available)
- ☐ Essay or point form with headings
  - ▪ one main topic per paragraph
  - ▪ topic sentence for each paragraph
  - ▪ examples, evidence, or other supporting information for each topic

Topics

- ☐ Note that there are 9 topics on the handout
  - ▪ Highlight the main idea/s of each topic and ask yourself why it is important. For example, the topic about career goals is intended to give you the opportunity to say that you have always wanted to be a hairdresser or that you might see yourself taking advanced training or other related training at some point.
  - ▪ Address each topic fully. For example, when discussing employment, say where, when, how long, and what you did. When discussing training, be sure to say not just what you did, but also what you learned from the experience.
  - ▪ Give special thought to the last topic - *anything else that demonstrates your interest and suitability*. This would be a good place to outline volunteer or community service.

Writing Considerations

- ☐ Use a pen
- ☐ No dictionary or spell/grammar check
- ☐ No prepared notes
- ☐ Expectations include appropriate vocabulary, mostly correct use of grammar, good organization of ideas, and clarity of thought.

Other Considerations

- ☐ The purpose of the profile is to provide relevant information about yourself *and* to provide a writing sample.
- ☐ Be honest but don't be shy about blowing your own horn.
- ☐ Give complete, detailed responses; don't be vague.
- ☐ You have one hour to write the profile during the assessment.
- ☐ You will be given a handout of the topics to be addressed. Refer to it.

Preparation

- ☐ Make an outline in point form
  - ▪ main topics
  - ▪ supporting details, examples, evidence for each
- ☐ Practice writing the profile within the time limit.
- ☐ Practice writing the profile within the time limit and referring to the handout.
- ☐ Do not memorize, but do study problem words if spelling is an issue.

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