



Chartered IT Professional personal statement template

As part of your initial CITP application, you need to demonstrate your breadth of knowledge and your experience in the areas of autonomy, influence, complexity and business skills – in the form of a written personal statement.

Use this template to prepare your statement ahead of making your online application.

Our **personal statement guidance** offers useful information and prompts to help you compile your statement.

Your experience

Under the following four headings, we're looking for evidence that you've worked in one or more challenging, multifaceted roles where you've had full accountability, significant influence and the vision and appreciation of the overall context of your role and the role of IT in achieving successful results.

Autonomy

How is your work set? What is the nature of your reporting relationship to your manager?

In your online application you'll have a maximum of 2000 characters for your autonomy statement, with the option to upload further documents.

Autonomy



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Influence

In your working environment what is the extent of your influence and impact on others?

In your online application you'll have a maximum of 2000 characters for your influence statement, with the option to upload further documents.

Influence

Complexity of work

What type of work activities do you perform?

In your online application you'll have a maximum of 2000 characters for your complexity of work statement, with the option to upload further documents.

Complexity of work



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Business skills

What leadership skills do you demonstrate? How do you communicate and collaborate with stakeholders?

In your online application you'll have maximum 2000 characters for your business skills statement, with the option to upload further documents.

Business skills

Your breadth of knowledge

In this section, you're required to demonstrate your breadth of knowledge across IT and computing by evidencing your educational qualifications, training and/or experience.

If you hold a degree with full BCS CITP accreditation, you don't need to compile a breadth of knowledge statement as your qualification gives us with the evidence we need.

Check your qualification – only BCS accredited qualifications are listed in this search.



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Don't worry if your IT qualifications aren't BCS accredited - they'll still help you to demonstrate your breadth of knowledge when you provide details about them in your personal statement.

In your online application you'll have a maximum of 3000 characters for your breadth of knowledge statement, with the option to upload further documents.

Breadth of knowledge