

NOTE: Additional lines may be added in each section. DELETE all NOTE statements in red print before saving your resume. SAVE this file in a .doc, .docx, or .pdf format only.

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| Education | Degree(s)/Major(s)/Concentration(s)/Minor(s) <ul style="list-style-type: none">List Current Class Standing (incoming freshman, current freshman, sophomore, junior, senior, graduate)If you are currently a college junior or higher, list the semester in which you plan to graduate. List all other diplomas, certificates, degrees, etc. <ul style="list-style-type: none">List institution, dates of attendance (mm/yyyy), date awarded |
| Awards and Recognitions <i>NOTE: Only include relevant high school information that would support your work or continued history of service during your college career.</i> | Academic Recognition (eg: Chancellor's List, Dean's List, etc.) <ul style="list-style-type: none">List year recognition received Academic Recognition (eg: Chancellor's List, Dean's List, etc.) <ul style="list-style-type: none">List year recognition received Academic Recognition (eg: Chancellor's List, Dean's List, etc.) <ul style="list-style-type: none">List year recognition received |
| Scholarly Activities <i>NOTE: Only include relevant high school information that would support your work or continued history of service during your college career.</i> | Name of Activity <ul style="list-style-type: none">Briefly describe the scholarly activity and list the month(s)/year(s) (i.e. thesis/research project, conference presentation, honor/special project, publication, study abroad, etc.) Name of Activity <ul style="list-style-type: none">Briefly describe the scholarly activity and list the month(s)/year(s) (i.e. thesis/research project, conference presentation, honor/special project, publication, study abroad, etc.) Name of Activity <ul style="list-style-type: none">Briefly describe the scholarly activity and list the month(s)/year(s) (i.e. thesis/research project, conference presentation, honor/special project, publication, study abroad, etc.) Name of Activity <ul style="list-style-type: none">Briefly describe the scholarly activity and list the month(s)/year(s) (i.e. thesis/research project, conference presentation, honor/special project, publication, study abroad, etc.) |
| Extracurricular Activities <i>NOTE: Only include relevant high school information that would support your work or continued history of service during your college career.</i> | Name of Club/Organization/Activity <ul style="list-style-type: none">List Position within organization and year (eg. President, Vice President, Member)List name and date of award, if any received from this organization/activity.Briefly describe participation in organization. Quantify when possible. Name of Club/Organization/Activity <ul style="list-style-type: none">List Position within organization and year (eg. President, Vice President, Member)List name and date of award, if any received from this organization/activity.Briefly describe participation in organization. Quantify when possible. |

Name of Club/Organization/Activity

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Work**Experience****List Name of Employer**

- Dates of Employment
- Position held
- Briefly list position responsibilities

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