

Name
Home Address
Phone Number
Email

Personal Information:

- Date of Birth
- Place of Birth

Anticipated Diploma Track:

- Core 40, Academic Honors, or Technical Honors?

Education:

- High School Name/Address
- GPA
- SAT/ACT/AP/ASVAB scores

Awards:

- Award Name/Year/Brief Description
- Can be in school activities and out of school activities

College Experiences:

- College Visits- Dates and Where
- Dual Credit Courses- List Course and Grade

School Activities:

- Athletics: Include Coach's name, Contact Information, and years participated
- Clubs: Include Sponsor's name, Contact Information, Years Participated

Community Activities:

- Name of Organization, Sponsor, Contact Information, Years Affiliated
(This can include: Church Youth Group, 4-H, Girl Scouts, Travel Teams, etc...)

Leadership Achievements:

-Offices held in sports, clubs or community activity: Include Club/Activity Name, Position Held, Years Held

Employed Work History (paid positions):

-Begin with most recent

-Must include the following: Employer, contact information, job duty description, total work hours, and dates of employment.

Volunteer/Community Service Experience (not paid):

-Begin with most recent

-Can be both school and out of school related

-Must include the following: activity name, sponsor, contact information, description of activity, total hours, and dates of service

Internships/Job Shadow Experience:

-Dates, Description of experience, location, and hours spent

Hobbies/Special Interests:

-Describe or list what you enjoy doing

College and/or Career Goals:

References:

-Who can speak on your behalf about your work ethic, personal traits, abilities, etc...

-Include Name of Reference, Relationship to Reference, Contact Information including phone number they can be reached.

