

## College and Career Resume Building Template

Students, please use this document to organize the information needed to complete your resume. Please try and remember to bring this document with you on Monday, November 12, 2018.

High School

Weighted GPA:

Class Rank:

Graduation Class Size:

PSAT or SAT Score:



**If unknown, GEAR UP can provide  
this information at event.**

Honors (example: Duke Tips Scholar, National Junior Honor Society, A Honor Roll 2016, Principal Award 2017)

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Student Leadership Positions (example: Jack and Jill of America, GEAR UP student leadership, Student Council)

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Extracurricular Activities (example: athletics, band, debate team, church choir)

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Proficiencies (example: fluent in Spanish, Microsoft Office Proficient, Adobe Creative Suite Proficient, Received 20 hours towards general nursing certification)

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Volunteer Activities (example: North Texas Food Bank, February 15, 2018; Meals on Wheels, June 28, 2016)

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