**Sample Resume**

**Your Name**

**Your Address**

**Your Phone Number**

**Your Email Address**

**Your Social Security Number (optional)**

**Academics (9-12)** **GPA:**

Pine Castle Christian Academy *(include years the GPA covers: 9-10, 9-11)*

7101 Lake Ellenor Drive **Test Scores:**

Orlando, FL 32809 *(include dates of completed & proposed dates)*

407-313-7222 **College Counselor:**

407-313-7226 (fax) Mrs. Valerie Lugo

Graduation: lugov@pccaeagles.org

**Academic Curriculum**: *(Showcase areas where you have multiple, higher-level, or*

*specialized courses. When you begin applying to colleges*

*as a senior, you can delete this category since the official*

*transcript the college receives will have this information.*)

**Honors and Awards:**

**Extracurricular Activities:** *(Highlight leadership positions within your activities or list them*

*separately.)*

*(Students may be asked to report hours per week or total hours for activities.)*

*(An athlete may create a separate category for his/her sport(s) as well as a separate athletic resume.)*

*(A students with a specialty activity such as theatre, debate, music, may also opt out to create a separate category as well as a separate resume.)*

**Community Service:** *(Include a brief description of the type of service you*

*performed.) (You may also want to highlight activities by*

*indication the total number of service hours as well as the*

*years of participation.)*

**Enrichment Experiences:**

**Work Experience:**

**Academic Interest:**  *(This could include your college major/minor concentrations.)*

**A resume or a listing of activities, honors, experiences, and information should be tailored to meet the needs of each student. The categories listed above represent frequently requested subgroups on college applications, and the categories can be adjusted or reordered to reflect the priorities and interests of a particular student. Some students may opt to have a second resume for a particular varsity or club sport or fine arts activities such as art, debate, music, and/or theatre. Additionally: Indicate years of participation for all activities (9, 10, 11, 12) and draw attention to any leadership positions, elected or voluntary. Include a short description of community service, enrichment experiences, and work experience. Avoid using acronyms (FCA, NHS, PCCA, etc.). Instead use the complete name of all activities on first reference (Fellowship of Christian Athletes, National Honor Society, Pine Castle Christian Academy, etc.)**