

The High School Resume of:
Student Name
1234 Drive
Fenton, MO 63026
myemailaddress@yahoo.com

Academic Achievement

- 3.37 G.P.A. (on a 4.0 scale)
- Class Rank 26/273
- A.C.T Composite Score of 27
- Honor Roll (9th, 11th, 12th)
- Falcon Flight Award (10th grade)

Extracurricular Activities

- Student Council (10th-12th)
 - Treasurer (12th)
- Varsity Track (9th- 12th)
 - Team Captain (12th)
- Junior Varsity Cheerleading (9th and 10th)
 - Most Improved Award (9th)
- Trend (9th, 10th, 11th)
 - Member of Student Outreach Committee (10th)

Volunteer Service

- Relay for Life (11th-12th)
- Fenton Food Bank (10th- 11th)
 - Worked 2 weekends a month through the holidays collecting donations
- XYZ Church (9th-12th)
 - Youth Camp Leader (9th-12th)

Work Experience

- McDonald's (10th grade)
 - Cashier; worked 12-15 hours a week
- Best Buy (11th)
 - Cashier; worked 12-15 hours a week

IMPORTANT Things to Consider:

- ✓ Highlight *your* strengths. If you don't consider your ACT score, GPA, etc. to be a bragging point, don't include it!
- ✓ Explain what could be confusing. If you don't think a college will know what XYZ club is, don't be afraid to add a sentence telling them what it is.
- ✓ **PROOFREAD!!!**
- ✓ If you include an email address make sure it is professional!