

Appendix A: High School Resume Organizer

High School Resume Organizer

Name: _____ **Phone:** _____

Address: _____ **Email:** _____

Test Scores (if available): SAT: _____ Total _____ Reading _____ Math _____ Writing _____

GPA: _____ **ACT** _____ **Total** _____

Highlight selected courses (Honors, Accelerated or AP):

NOTE: Use this form as an outline for your resume. See the [Resume Handbook](#) for formats tips and style ideas. Then type all this information into a professional resume format.

School Related Activities

Organization/ Activity	9	10	11	12	Leadership Positions Held	Honors and Awards

Athletics (School and/or Club)

Organization/ Activity	9	10	11	12	Leadership Positions Held	Honors and Awards

Activities (not related to school)

Organization/ Activity	9	10	11	12	Leadership Positions Held	Honors and Awards

Personal: List additional personal interests, honors and awards:

Organization/ Activity	Honors and Awards

Work and Volunteer Experience*

Organization/ Activity	9	10	11	12	Leadership Positions Held	Honors and Awards

***Pick one of these work or volunteer experiences & elaborate (Use back of sheet).**