

Sample Activities Resume

Name

Address

City, State, Zip Code

Area Code and Phone Number

E-mail Address

Education:

List high schools attended in reverse chronological order (most recent first) and the years attended.

Honors and Awards:

List all honors and awards earned during your high school years. Explain the honor/award and the affiliated organization. Honors and awards do not need to be associated with your high school.

Co-Curricular Activities:

List the organizations in which you are/were an active participant, leadership positions held, and the impact of your work. *Indicate the number of hours per week and weeks per year you were involved.*

Community Service:

Highlight your service work, hours spent, and years involved. *Indicate service that fulfilled a requirement for graduation or other commitment with an *.*

Work Experience:

List any part-time or full-time positions you have held since freshman year, including summer jobs. Include the number of years you worked at this position and your job title.

Languages:

List any language(s) you fluently speak (other than English).

Hobbies/Interests:

List any activity that is non-school related. *Indicate the number of hours per week and weeks per year you were involved.*