

# Full Name First and Last

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*Copy, edit, and tailor for each application. Include an objective*

**[Professional Email]**  
[City, State] | [Phone] |

## **OBJECTIVE (OPTIONAL)**

Dedicated high school student pursuing college admission and scholarship opportunities to further develop academic interests and career goals. Eager to apply leadership experience, service involvement, and strong organizational skills to a college community.

## **EDUCATION**

Anderson High School, Austin, TX  
Expected Graduation: [Month Year]  
GPA: [Weighted and/or Unweighted]  
SAT or ACT: [Optional]  
Academic Distinctions: [Optional]

## **ACTIVITIES AND LEADERSHIP**

[Organization], [Role], [Dates]  
- [Use an action verb to describe what you did]  
- [Add impact, leadership, or growth]

[Organization], [Role], [Dates]  
- [Use an action verb]  
- [Add evidence or results when possible]

## **COMMUNITY SERVICE**

[Organization], [Role], [Dates]  
- [Describe service and impact]  
- [Include hours if useful]

## **WORK EXPERIENCE OR INTERNSHIPS**

[Employer or Program], [Role], [Dates]  
- [Responsibility or contribution]  
- [Skill, initiative, or outcome]

## **HONORS AND AWARDS**

- [Award], [Year]  
- [Scholarship, honor society, recognition, or academic distinction]

## **SKILLS, CERTIFICATIONS, AND LANGUAGES**

- [Technology or technical skill]  
- [Certification]  
- [Language, if applicable]

Tip: Keep this format simple. Colleges and scholarship readers care more about substance, clarity, and impact than design.