

# SAMPLE

## Personal Profile

One way to get a college to know you is through a personal profile or resume. This is short, yet full of description of you. It gives colleges information about you that their admissions counselor wants to know. It also helps to introduce you.

Susie/Sam Sample  
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Taunton, MA 02780  
(508) 555-5555  
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- School:** Coyle and Cassidy High School, Taunton, Mass  
Co-ed Catholic College Preparatory School with 750 students  
Accredited by the New England Association of Schools and Colleges
- Academic Status:** Senior Class, Projected Graduation in June 2009  
Cumulative Grade Point Average (3.354/4.000)  
Top 20% of class  
College Prep/Honors/AP Curriculum (choose one)
- Activities and Awards:** National Honor Society – Secretary, take minutes at all meetings. Work on various activities to earn money for charities  
Student Council Representative – Sophomore Year active in various projects for the class and school  
Newspaper – Four Years  
Editor – Senior Year published school paper 6 times yearly  
Cross Country – Four Years  
Earned three letters  
Math Team – Compete with other schools in Southeastern Massachusetts  
Drama – Member International Thespians – Performed in Hello Dolly, as the lead  
Youth Ministry – Lector – Read at various liturgies  
Volunteer – XYZ Nursing Home 2007-2009 – Feed patients, visit with families  
Volunteer – YMCA Handicap Swim Program – Assist the teacher in pool activities  
Foreign Language Award (name specific award)  
Sophomore History Award  
Holy Name Youth Group – Three Years – Planned retreats, worked on church bazaar
- Work Experience:** Dunkin Donuts – Counter Help - Six Weeks, Summer 2008  
Stop & Shop Supermarket – Cashier - 2006  
Justice Center – Clerk for Judge Smith – Summers
- Hobbies and Interests:** Tennis, Swimming, Photography
- Special Skills:** Web Design, Acting, Singing, fluent in Portuguese
- Career Goals:** Nursing – My interest is caring for people, especially those unable to care for themselves. This has long been an interest and I hope to eventually work with pediatric patients.

**REVIEW OTHER SIDE TO SEE HOW TO USE PROMPTS.**

**RESUME PROMPTS**

**Name:**

**Address:**

**Phone Number:**

**Email:**

**School: (see reverse)**

**Academic Status:**

**School Activities and Awards:**

**Outside Activities:**

**Employment:**

**Hobbies and Interests:**

**Special Skills:**

**Career Goals:**