First Name Last Name

Address: c/o SOU Ronald E. McNair Post-Baccalaureate Achievement Program

1250 Siskiyou Boulevard

Ashland, OR 97520

Email: youremail@sou.edu

Website: https://inside.sou.edu/mcnair/scholars/firstnamelastname.html

Education

**(DO NOT include high school, but DO list any other technical schools, colleges or universities you have attended and any degrees earned)**

| Southern Oregon University, Ashland, OR | September 2018 – Present |
| --- | --- |

Major:

Concentration:

Minor:

Faculty Mentor:

Anticipating graduating cum laude in June 2020

(You do not list your GPA; Do list honor level if appropriate, and that is on institutional/SOU GPA only: summa cum laude 3.90 to 4.0/magna cum laude 3.75 to 3.89/cum laude 3.5 to 3.74)

Academic/Research Interests

* Bulleted List of up to eight carefully selected KEY TERMS/WORDS that are used in your UG academic discipline AND which you might be interested in studying in graduate school, (HINT: try looking at the topical or interest groups in the national professional association for your discipline to get valid key terms)
* Interest 1
* Interest 2
* Interest 3

[NOTE: From here downward, only retain the headings that you have items/experiences to list within it, If you have not done something, then do not place that category in your CV until you have. Also, a CV does have redundant information, for example a publication might also be listed in research experiences and in public presentations.

Publications

(If you have any printed or on-line publication(s) that fact is significant, so the publications category goes in up here, so list all published articles, films, photographs, etc.)

“Title”, *Publication Name*, Date Published, Volume and Page numbers if relevant, URL where it can be viewed if relevant. Use the citation style of your discipline and then add URL at end if published source is available in the Internet.

Public Presentations

**Examples of Subcategories that could be in a CV**

* Conferences
* Invited public lectures/presentations
* Television Appearances
* Gallery Showings

(list the name of your presentation in quotation marks, what the venue was, where it was and month and year then underneath that include a one sentence summary of content and if it was based on research name the research methodology you used: just for example:

Public Presentations: Conferences

“My Title”, The Southern Oregon Arts and Research Conference, Ashland, OR, May 2015.

Poster presentation reporting findings from ethnographic interviews of professors.

Course Presentations

(list the name of your presentation in quotations, the UG course title, month and year, one sentence summary of content. If the presentation was based on research name the research methodology you used) [NOTE: AFTER ENTERING GRADUATE SCHOOL, THIS CATEGORY IS REMOVED FROM YOUR CV]

Research Experience

(right now it is OK to include research done for course work at the undergraduate level, for example sort of like you did for your application to the McNair program, however once enrolled in graduate school those sorts of entries will be removed)

List in quotations the title of the research, the methodology (so for example: literature review; survey research; interview research, etc…) the time frame the research spanned or month and year started – Present, and “under the supervision” (or guidance) of Dr. So-n-so, list academic department of the faculty member. Give a one sentence summary of the content. Then if there were products list them, for example, research resulted in one, PowerPoint illustrated course presentation, a tri-fold informational brochure, a presentation to the Mayor of Medford, and a published research article.

Honors and Awards

| * SOU Ronald E. McNair Post-Baccalaureate Achievement Program | 2017 – Present |
| --- | --- |
| * SOU President’s List | Winter 2017 |
| * SOU Provost’s List | Fall 2017 |

Grants and Scholarships

Internships

Undergraduate Teaching Assistantships

Related Work Experience

| Job Title, Location | Date – Present |
| --- | --- |

Other Work Experience

| Job Title, Location | Date – Present |
| --- | --- |

Community/Volunteer Service

| Position, Agency | Date – Present |
| --- | --- |

Leadership Experiences

| Position, Organization | Date – Present |
| --- | --- |

Conference Attendance

| Southern Oregon Arts and Research Conference | May 2018 |
| --- | --- |

Memberships and Affiliations

* Membership 1
* Affiliation 1

Professional Training and/or Workshops Attended

| Title | Month 201X |
| --- | --- |

Specialized Certifications (and Licensure(s))

| Title | Date Received | Date Expired |
| --- | --- | --- |

Special Skills and Abilities

* Special Skill 1
* Ability 1

(Updated: 02-21-2019)