



RESUME GUIDELINES

Guidelines for Creating a Resume (see provided examples):

- Just as if you are applying for a job, begin your resume with basic, personal information.
 - **name**
 - **address**
 - **telephone number**
 - **email**
 - **school**

- Next list your athletic accomplishments and provide information about your past teams, camps, tournaments and other soccer experiences.
 - **High school/secondary school soccer achievements**
 - **Club soccer achievements**
 - **Representative honors (regional team, national team, etc)**
 - **Position**

- Don't forget to include athletic accomplishments in other sports as well. Coaches like to see athletic versatility and talent.

- Then list your scholastic accomplishments, include standardized testing scores if available.
 - **High school/secondary school advisor's name/number**
 - **GPA**
 - **Class rank**
 - **Honors courses taken**
 - **ACT/SAT scores**

- Then list extracurricular activities, such as school clubs in which you are involved.

- More example resumes are located at:
 - <http://www.thesportsource.com/webpages/collegeplanninglinks/sampleresume.htm>
 - <http://www.sayso.org/resumefield.htm>
 - <http://soccerprofiles.org/>