



Curriculum Vitae Requirement:

A **Curriculum Vitae (CV)** is a summary of your awards, achievements and work experience relevant to a professional graduate program application. Often and as is the case with OptomCAS, it is referred to a resumé. A CV and resumé have a basic fundamental difference, and that is the audience who will be reviewing it. For the resumé, it is customarily a potential employer. For the CV, it is an academic audience, like an admissions committee.

These elements are typically listed in a CV:

- Undergrad College
- Degree
- Major
- Date of Graduation
- College Major
- Academic Background
 - Undergrad school with major/minors
 - Graduate work/degree(s)
 - Academic Honors and Awards
- Academic/Teaching Experience
- Research/Scholarly Activities
- Academic/Research Interests
- Noteworthy Shadowing Experience
- Technical and Specialized Skills
- Volunteerism/Community Service
 - Academic
 - Community
- Affiliations/Memberships
- Positions of Leadership
- SCCO Activities Attended (Open houses, Workshops...etc)
- Employment Experience if Relevant to Service
- Hobbies, Interests
- Unusual experiences that have made you uniquely who you are

As is true with any composition, think of your audience when formatting your CV. The faculty member who will be conducting your interview will have a copy of your CV, and it will play an important role in prompting the questions related to its content. As you compose your CV, keep this in mind: would I like to be asked to provide more detail about this CV entry? Would I enjoy conversation that may arise from a CV entry? Will this entry help me to explain a unique quality or life perspective I may have as a result of its experience?

It is always interesting to all of us in admissions to review a CV that is formatted by the applicant because it is the best way for us to understand what you think is important when it comes to getting a snapshot of who you are.

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