**NAME** Phone Number / Email address

*Current Address:* Street Address, City, State Zip

*Permanent Address:* Street Address, City, State Zip

**EDUCATION**

**University of Richmond School of Law,** Richmond, VA

*Juris Doctor Candidate*, Expected Grad Month Expected Grad Year

*GPA:* GPA reported as per law school's reporting rules

*Honors:* Enter honors here (if necessary, notes go in parentheses after each note); honors separated by semicolons or commas

*Activities*: Enter activites here (separate activities with semicolons or commas)

**Graduate University (if applicable)**, City, State

*Title of graduate degree*, Month Year

*GPA:* GPA reported as per graduate school's reporting rules

**Undergraduate University**, City, State

*Title of undergraduate degree*, Month Year

*GPA:*  GPA reported as per undergraduate school's reporting rules

*Honors:* Enter honors here (if necessary, notes go in parentheses after each note); honors separated by semicolons or commas

*Enter any special notes such as "Maintainted full or part-time employment throughout undergraduate studies" if that is not evident from your experience section*

**EXPERIENCE**

**Employer Name**, City, State

*Job Title*, Start Month and Year - End Month and Year. List duties in paragraph format.

**Employer Name**, City, State

*Job Title*, Start Month and Year - End Month and Year. List duties in paragraph format.

**Employer Name**, City, State

*Job Title*, Start Month and Year - End Month and Year. List duties in paragraph format.

**COMMUNITY SERVICE**

**Group name**, City, State. Description. Start Month and Year - End Month and Year

**Group name**, City, State. Description. Start Month and Year - End Month and Year

**Group name**, City, State. Description. Start Month and Year - End Month and Year

**ADDITIONAL INFORMATION**

List additional information in paragraph format