**First Name Last Name**  
City, State zip code   
(Area code) phone number  
[email@address.com](mailto:email@address.com)

**Education** *[List in reverse chronological order.* ***Bold*** *only the institution’s name, list city/state afterwards. List degree name underneath. If you do not have a master’s degree, remove the field.]*

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**KHSU - Kansas College of Osteopathic Medicine**, Wichita, KS Year - Present

Doctor of Osteopathic Medicine, anticipated (year)

**Your College/University**, City, State Grad Year Master's degree name (if applicable; remove if not)

**Your College/University**, City, State Grad Year

Bachelor's degree name

**Honors and Awards** *[List in reverse chronological order.* ***Bold*** *only the Honor/Award name. Provide 1-2 bullet points about honor or award if necessary.]*

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Year(s)

Year(s)

Year(s)

**Certifications/Licenses** *[List certifications/licenses in reverse chronological order.* ***Bold*** *the certificate/license name. List certifications/licenses that are completed and active.]*

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Year(s)

Year(s)

Year(s)

**Research Activities** *[Note: List in reverse chronological order, with start year and end year (ex: if you started the activity in May 2023 and ended in December 2023, simply put 2023. If it was from December 2023 to February 2024 put 2023-2024).* ***Bold*** *the Research Activity. List school/institution underneath with city/state, unbolded. Briefly describe each activity with 3-5 bullet points underneath.]*

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Year(s)

Year(s)

Year(s)

**Presentations/Publications** *[List presentations/publications in reverse chronological order. List presentations/publications in appropriate formatting using most current APA format. Briefly describe presentations or publication with bullet points underneath, if necessary.]*

**Presentations (oral or poster):** (List under here; if poster presentation, list subheading as “**Poster Presentations**” and list authors as appropriate and of order and **bold** your name before title information. List in APA format, as applicable. If Oral Presentation, list subheading as “**Oral Presentations**.” These presentations are intended for presenting (not attending) at conferences or other significant professional medical events/gatherings).

**Publications:** (List under here in reverse chronological order; **Bold** your name in publication title. Listed in APA format. Include information such as Volume, page numbers, DOI, etc. when applicable)

**Educational & Leadership Activities** [*List in reverse chronological order.* ***Bold*** *the Educational/Leadership activity. Ex: Student Organizations, Student Government Association, etc. and applicable roles. List the institution and city/state underneath it, unbolded. Briefly describe each activity and your role with 3-5 bullet points underneath.]*

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Year(s)

Year(s) Year(s)

**Community Service** *[List involvement and roles in community service and provide bullet points with brief explanation of service event, purpose, and outcomes. List in reverse chronological order.* ***Bold*** *the service name. List location and city/state underneath title line, unbolded. Briefly describe each service with 3-5 bullet points underneath. Ex: if you volunteer somewhere consistently from 2022-2024, follow the outline above but list the years on the right-hand side. When describing the nature of the service, notate the approximate # of hours you have served.]*

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Year(s)

Year(s)

Year(s)

**Professional Employment** *[List any professional employment experiences in reverse chronological order.* ***Bold*** *your title/position. List employment name and city/state location underneath it, unbolded. Note: do* ***not*** *list full addresses, contact info, etc. Briefly describe each employment and your role with 3-5 bullet points underneath.]*

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Year(s)

Year(s)

Year(s)

**Professional Memberships and Activities** *[List these, in groupings by professional organization, in reverse chronological order.* ***Bold*** *the membership name. Please list any leadership positions and other positions held, if any. Briefly describe each membership/activity with bullet points underneath. Note: This section is* ***not*** *for university student organization memberships* ***–*** *list those in “Educational & Leadership Activities” section]*

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Year(s)

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