March 2026 Newsletter
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When Should a Student Create a Resume?

Over the years, College App 101 has written scores of letters of recommendation for students applying to college and scholarships. While some applications do not require letters, many do. Far too often, college bound high school students fail to accompany the letter of recommendation request with a current resume. It is true that letter writers can write a letter without a resume. But it is likely to be a subpar letter. Writers need a student's resume to compose a well-rounded letter that features an array of pertinent facts about an applicant. A resume is a two-page maximum length document that serves as a summary of a high school student's experience.

When should a college bound student create a resume? During spring semester of freshman year, students should use a template online or simply use a word processor to create a resume. Resume headings should be:

- Contact Information: the student's full name, street address, email address, and phone number.
- Education: every high school attended, year(s) of attendance, and grade level(s) of attendance. If a student took summer courses at a local university or exchange program, these must also appear under Education. Add a brief explanation of the program if necessary.
- Academic Achievement/Awards: admirable PSAT, SAT, ACT, and AP scores belong here. Nationally recognized awards like College Board's AP awards should be here along with the student's high school awards like honor roll.
- Leadership: this section includes student government, community and school club leadership positions, scouts, and so forth. Colleges are eager to admit developing leaders. And while student body president is impressive, a devoted officer of, for example, the Latin Club is admirable.
- Artistic Achievement: this section includes visual and performing arts. Even activities as behind the scenes as a stagehand (pun intended) should be included.
- Athletic Achievement: this includes school sponsored and club sports.
- Work Experience: include any and every work experience from babysitting to a summer job on a construction site.
- Volunteer Experience: a steady diet of volunteering is in the best interest of every college bound high school student.

Some of these aforesaid categories are optional and irrelevant for some students. And while middle school achievement might be impressive, it should only be included if the achievement received recognition on a national level. In reality, people devote two to

three minutes to reading a resume, so the word count should be lean. Reach out directly to College App 101 for additional guidance at collegeapp101.com.

Career Planning Session

College App 101 is excited to announce a new career aptitude service: Career Planning Session. This service is for students, who do not know what college major to declare or career path to pursue. The Career Planning Session is a meeting to discuss a high school student's prospective career choices and the education that such career prospects require. A pre-meeting assessment is required. Connect with Dr. Riley at collegeapp101.com and request more information today.

College App 101 Podcasts

Designed for college bound high school students and their parents, these podcasts are brief, informational, and entertaining. They are available on Spotify, Apple Podcasts, and collegeapp101.com/podcasts/. Recent episodes:

- Interview with a College Student about Major
- Avoiding Common High School Mistakes
- The Importance of Wonder in Education
- The Case for a Classical Education (K-12) Part 1

Dates to Remember:

- Mar 3: late registration deadline for the Mar 14 SAT (fee increase)
- Mar 6: regular registration deadline for the Apr 11 ACT
- Mar 14: SAT test day
- Mar 24: late registration deadline for the Apr 11 ACT (fee increase)
- Apr 11: ACT test day
- Apr 17: regular registration deadline for the May 2 SAT
- Apr 21: late registration deadline for the May 2 SAT (fee increase)

Click here for SAT registration and here for ACT registration

Past College App 101 Newsletters

Past editions of the College App 101 Newsletter can be found here.