

Alice Applicant, RN, BSN
111 Anywhere Lane
Anytown, State 00000
999-999-9999
alice.applicant@email.com

OBJECTIVE: What is your goal for obtaining this graduate degree?

EDUCATION: Include all institutions attended after high school with dates of attendance (whether program was completed or not). List in chronological order from newest to oldest.

Institution	Degree (if completed)	Dates of attendance
-------------	-----------------------	---------------------

EMPLOYMENT: List all professional (nursing as well as other professional employment chronologically (newest to oldest) with description of type of site (outpatient, inpatient), role, and general description of function or tasks with dates of employment (month and year)

Institution or firm	Rank or title	Dates of employment (month, year)
---------------------	---------------	-----------------------------------

LICENSURE:	Registered Nurse, State	Expiration date
	Other licensure	Expiration date

CERTIFICATIONS:	Advanced Cardiac Life Support	Expiration date
	Pediatric Advanced Life Support	Expiration date
	NCC or ANA certification(s) type	Expiration date
	AACN certification(s) type	Expiration date
	AWHONN	Expiration date
	Childbirth education	Expiration date
	DONA Doula certification	Expiration date
	Lactation certification (IBCLC)	Expiration date
	State Certified Licensed Midwife	Expiration date

PUBLICATIONS: Use most current edition of APA to format all listings

PRESENTATIONS: Include date, location, title

AFFILIATIONS: Memberships and positions held in relevant professional organizations (Specify organization, role, dates of membership)
Professional activities
Active duty, reserve, or military veteran (note years of service)

AWARDS: Honors, awards – include dates, source of award

PROFESSIONAL VOLUNTEER SERVICE:

Include relevant professional volunteer experiences > 1 week with dates, locations, organizations, e.g., membership on hospital committees, health fairs, health-related organizational involvement.
Note any service as an FNU clinical preceptor (PGC or DNP applicants)

COMMUNITY VOLUNTEER SERVICE:

Include relevant volunteer experiences > 1 week with dates, locations, organizations.