

Jane Doe

jane.doe@email.com (123) 456-7890 City, State

EDUCATION

High School Diploma
Springfield High School
Springfield, ST Expected May 2025
GPA: 4.00 / 4.00 | SAT: 1500/1600

EXTRACURRICULAR ACTIVITIES

Editor-in-Chief, School Newspaper
Springfield High School
2023 – Present
Led a team of 12 writers; increased readership by 20% through digital outreach.

Varsity Tennis Team
Springfield High School
2022 – Present
District finalist; mentored new members and organized community outreach clinics.

HONORS & AWARDS

National Merit Scholar Semifinalist
National Merit Scholarship Corporation
2024

First Place, Regional Science Fair
Springfield Regional Science Fair
2023

SKILLS

Spanish (Fluent)
Microsoft Office
Python
Public Speaking
Team Leadership