

## Sample Résumé

The Colburn School Conservatory of Music requires a résumé from each applicant. A résumé is a one or two-page summary of your educational and musical background. The purpose of the résumé is to provide our faculty with a brief, succinct look at your accomplishments; a program bio is NOT sufficient for this purpose. In order to help you give our faculty information in the format that they expect, we have created this sample résumé; suggestions for completing the form are in [brackets]. Please use this sample to create your own individual résumé.

[At the top of your résumé, list your contact information:]

**Name**  
**Mailing Address**  
**Phone Number**  
**Email**

[Then list information in the categories below. If you have no information for a category, then do not include that category on your résumé. Always start with the most recent and list backwards after that.]

**Education** [List schools attended and the credential received – for example, high school diploma, Artist Diploma, Bachelor of Music, etc. List your current school first, and when you will finish your current program. For example: The Colburn School, BM degree, to be completed in May 2018.]

**Private Teachers** [List your instrumental teachers, including dates of study; list your current teacher first, and work backwards to previous teachers.]

**Master Classes and Lessons** [List if you have performed for any master teachers or taken lessons.]

**Honors, Awards, Competitions** [List]

**Performance Experience** [List orchestras in which you have played, including youth orchestras, civic orchestras and professional orchestras, chamber groups, and solo/recital appearances – DO NOT ATTACH PROGRAMS OR REPERTOIRE LISTS; they are not required.]

**Summer Programs** [List those in which you participated and the dates of participation.]

**Other Activities/Community Service/Projects** [List here any other information that you would like us to know about you.]