



Curriculum Vitae Tips

In Summary

- › Use a curriculum vitae (CV) when applying outside of the United States and Canada or when applying for grants, fellowships, academic/faculty positions, and scientific/medical/research positions. This is a lifelong document, so add to it frequently. It can be multiple pages in length.
- › Include your dissertation, thesis, class projects, and papers.
- › Use this format to highlight your teaching experiences.
- › Use the correct format for publications, presentations, and papers by referring to the most recent APA manual.

Medium

Information typically presented on a resume can be adapted and showcased through a variety of traditional and electronic mediums. Curriculum Vitae information is typically represented through traditional documentation such as Word document.

Appearance

Resumes can vary in format and style based on use, whereas curriculum vitae typically follow a prescribed look that tend to have a basic style. Typically, curriculum vitae are multiple pages and longer than a resume.

Organization (Experiences)

Resumes focus heavily on hands-on experiences that show relevance to employers where as curriculum vitae focus more on research, publications, and academic achievements.

Details (Skills)

Resumes typically utilize short, yet informative bullet-points to describe experiences and skills while curriculum vitae utilize paragraphs and bullet points to describe experiences.