

RNFOO Awards & Scholarships Applications – Resumé Guidelines Graduate Level

For the purposes of the RNFOO Awards & Scholarship application process, below are some guidelines regarding the content of your resumé.

Also, please note:--

- Your document should be no longer than two pages. Only the first two pages will be reviewed.
- Note that there is a separate field to list your publications or research activity, so doesn't need to be part of your resumé submission.

Suggested Topic Areas

Educational Background: note all previous degrees, diplomas, certifications

Professional Work and/or Clinical Experiences: in a brief description of your professional work experience or clinical experiences, emphasize activities/opportunities that demonstrate your creativity, organizational and interpersonal skills, initiative and leadership ability.

Formal and Informal Scholarly Activities: identify recent scholarly, academic activities/professional development activities that highlight and reflect your interests and skills in the areas of critical thinking, scholarly writing, and research/discovery. (Note that if an award you are applying for requires information about your publications or research activity, there is a separate field for this information. It should not be on your resumé.)

Professional and Community-based Volunteer Activities: include volunteer activities in which you have been actively involved, noting leadership roles.

Professional Memberships: include any memberships in professional organizations or other professional groups.

Employment Background: for nursing students without prior professional nursing experience, briefly describe employment experiences that have helped you to develop nursing-related skills.