CV (Curriculum Vitae)

For graduate school applications, research jobs, and scholarly jobs, you may elect to use a CV rather than a resume. A CV is a longer (often multi-page), more detailed version of a resume that emphasizes academic achievements.

For more instructions, visit the American Psychology Association’s “[Build a Better CV](https://www.apa.org/gradpsych/2015/01/curriculum-vitae).”

Here’s a great example of a psychology CVs:

[Psy.D. Student](https://content.bridgepointeducation.com/curriculum/file/db5fe167-e199-4c0d-a71d-28b4430d289c/1/Sample%20CV_1.pdf)

APA CVs:

| **Feature** | **APA Style** |
| --- | --- |
| **Disciplines** | Social Sciences: Psychology, education, social sciences, public health, etc. |
| **Font** | Calibri or Times New Roman, 11–12 pt |
| **Spacing** | **Single-spaced**, with 1.0" margins |
| **Headings** | Bold and **Title Case** |
| **Alignment** | Left-aligned |
| **Punctuation** | Cleaner, **no periods** in lists |
| **Coursework Listing** | **Only** list those relevant to research/career goals |
| **Publications** | Grady, J. S., Her, M., Moreno, G., Perez, C., & Yelinek, J. (2019). Emotions in storybooks: A comparison of storybooks that represent ethnic and racial groups in the United States. *Psychology of Popular Media Culture*, *8*(3), 207–217. <https://doi.org/10.1037/ppm0000185> [**Use APA.org as resource in formatting citations.**](https://apastyle.apa.org/style-grammar-guidelines/references/examples/journal-article-references#1) |
| **Presentations** | Contributor, A. A., Contributor, B. B., Contributor, C. C., & Contributor, D. D. (Year, Month Day). *Title of contribution* [Description of contribution]. Title of Symposium/Conference, Location. [Use Purdue Owl as a resource for formatting citations.](https://owl.purdue.edu/owl/research_and_citation/apa_style/apa_formatting_and_style_guide/reference_list_other_non_print_sources.html) |
| **Research Experience/ Tone** | Structured: **method, analysis, and outcomes.**  **Action- and results-oriented** (e.g., “Analyzed X using Y”) (Emphasize research rigor, objectivity, data & outcomes) |
| **Dates** | Use **Month Year** (May 2025)  For specific events, use **Month Day Year** (no comma) May 1 2025 |

Use the template on the next page to create your CV.

Remove all brackets, headers and comments.

**Your Full Name**[Email Address] | [Phone Number] | [LinkedIn URL] | [Optional: Website/Portfolio]

**Education**

Bachelor of [Arts or Science] in [Major]  
State University of New York at New Paltz, New Paltz, NY  
*Expected [Month Year]*

* GPA: [Your GPA, if 3.5 or above]
* Honors: [Dean’s List, Cum Laude, Magna Cum Laude, etc.]
* Relevant Coursework: [List selected higher-level courses and electives relevant to your field]

**Research**

Research Assistant  
[University Department or Institute, Institution], [City, State]  
*[MM YYYY – MM YYYY]*

* Supervised by [Full Name, Academic Title]
* Investigated [brief description of research question or topic]
* Conducted literature reviews, data collection, and analysis using [e.g., SPSS, R, Python]
* Co-authored/Presented... (if applicable)

Independent Research Project  
[University Name or Course Title], [City, State]  
*[MM YYYY – MM YYYY]*

* Designed and executed a study on [topic]
* Presented findings via [poster presentation, capstone defense, or other format]

**Academic Publications**

* Grady, J. S., Her, M., Moreno, G., Perez, C., & Yelinek, J. (2019). Emotions in storybooks: A comparison of storybooks that represent ethnic and racial groups in the United States. *Psychology of Popular Media Culture*, *8*(3), 207–217.

**Conference Presentations**

* Contributor, A. A., Contributor, B. B., Contributor, C. C., & Contributor, D. D. (Year, Month Day). *Title of contribution* [Description of contribution]. Title of Symposium/Conference, Location.

**Honors & Awards**

* [Scholarship Name], [Issuing Organization], [Month Year]
* [Award Name], [Issuing Organization], [Month Year]
* Inducted into [Honor Society Name], [brief description], [Month Year]

**Professional Development**

* Certificate in [Topic], [Platform or Institution], [Month Year]
* Attended [Conference, Workshop, or Training Title], [Organization/Location], [Month Year]
* Completed training in [e.g., Human Subjects Research, IRB, etc.], [Month Year]

**Skills**

* **Research Tools**: SPSS, R, Qualtrics, NVivo
* **Technical**: Microsoft Excel, Python, Microsoft Office, Google Suite
* **Languages**: Spanish (intermediate)
* **Other**: Data visualization, academic writing, public speaking

**Service & Leadership**

* President, Psychology Club, SUNY New Paltz (202X–202X)
* Volunteer Peer Mentor, ACE Program (202X–202X)

**Professional Affiliations**

* Student Member, American Psychological Association (APA) (202X–202X)

**Relevant Work Experience**

[Job Title]  
[Company/Organization Name], [City, State]  
*[MM YYYY – MM YYYY]*

* [Responsibility/accomplishment bullet point]
* [Responsibility/accomplishment bullet point]

**Additional Work Experience**

[Job Title]  
[Company/Organization Name], [City, State]  
*[MM YYYY – MM YYYY]*

* [Brief summary or key task]

*(Optional: include other jobs that demonstrate work ethic or transferable skills, briefly.)*