**Objective Statement**

**[Full Name]**

**[Area Code & Phone Number]; [Email address]**

[Major] seeking an internship with NASA Jet Propulsion Laboratory working on (i.e. field, topic,

etc.) This should NOT be a “summary of qualifications”]

# Education

[College Name, Location] [Term/Year to Present] [Major(s); minor(s)]

Expected Graduation Date – [Month/Year] [Cumulative GPA]

(Note: repeat for all colleges attended, starting with current college first. Do not list high school.)

# Work Experience(s) (could also be “Volunteer Experience”)

[List name of company/organization, location, dates, position/role, and several bullet points describing the experience.] (Note: Entries do not have to be STEM-related but should be relevant)

# Academic Experiences

[Examples: research projects, special campus programs for STEM majors, other NASA activities. List name of experience, location, dates, and several bullet points describing the experience.]

# Related Coursework

[Examples: General Chemistry I, Introductory Mechanics, Multivariable Calculus]

# Skills

[Examples: Java, Matlab, etc. For each skill, indicate your level of proficiency (i.e.“Java – intermediate”)]

# Extracurricular Activities

[Examples: STEM Club, Tutoring, Student Government, Intercollegiate Volleyball, Meals on Wheels Driver. List name of activity, location, dates, position/role, and description.]

Additional Sections:

* Academic Publications/Presentations
* Awards & Honors
* Hobbies/Interests