

# SSN SCHOOL OF ADVANCED SOFTWARE ENGINEERING

(Associated with Carnegie Mellon University, U. S. A.)

## Institute Location

SSN Nagar, Old Mahabalipuram Road  
Kalavakkam, Chennai – 603110  
Tel: +91 94459 72530

## Administration Office

SSN School of Advanced Software Engineering  
New # 211, V. M. Street, Mylapore, Chennai 600004  
Mobile: + 91 92825 25777

Email: [admissions@sase.ssn.edu.in](mailto:admissions@sase.ssn.edu.in)

Website: [www.sase.ssn.edu.in](http://www.sase.ssn.edu.in)

## PRE-APPLICATION FORM

### Master of Science in Information Technology – Software Engineering

For Office Use Only													
Applicant Reference Number	MSIT2016008												
Supplementary Materials Received	1	2	3	4	5	6	7	8	9				

#### 1. Personal Details

First Name	Lakshmi
Middle Name	
Last Name	Subramanian
Phone	+91 9876543210
Email	lakshmis@sase.ssn.edu.in
Gender	Female
Date of Birth	1991-12-20
Permanent Address (Line 1)	11 Spring Street
(Line 2)	Flower Bazaar
City	Jaipur
State	Rajasthan
Pincode	320001

## 2. Education Details

Qualification	SSLC (X Standard)
Board	CBSE
Institution	PSBB
Location	Chennai
Major Subjects	English, Tamil, Mathematics, Science, Social Science
Percentage of Marks	92
Year of Passing	2007

Qualification	P.U.C (XII Standard)
Board	STATEBOARD
Institution	SBOA
Location	Chennai
Major Subjects	English, Mathematics, Physics, Chemistry, Computer Science
Percentage of Marks	90
Year of Passing	2009

Qualification	Under-graduate Degree
Degree	B.Tech.
Major	Information Technology
Percentage of marks	91.5
Institution	SSN College of Engineering
University	Anna University
City	Chennai
State	Tamil Nadu
Year(From)	2009
Year(To)	2013

Qualification	Post-graduate Degree/Diploma
Degree	M.Sc.
Major Subject	Information Technology
Percentage of marks	90.6
Institution	SSN College of Engineering
University	CMU

Year(From)	2015
Year(To)	2016

GRE	Score
Verbal	158
Quantitative	164
Analytical Writing	4.0
Total	322

TOEFL	Score
Reading	26
Listening	26
Speaking	28
Writing	26
Total	106

**Academic Achievements, Extra-curricular Activities and Honours**

Describe your academic profile along with a list of relevant courses you have taken. Provide a list of scholarships, prizes, or honors awarded to you. Also, describe your co-curricular and extra-curricular activities. *[Please limit your response to this page]*

**Software Project Experience**

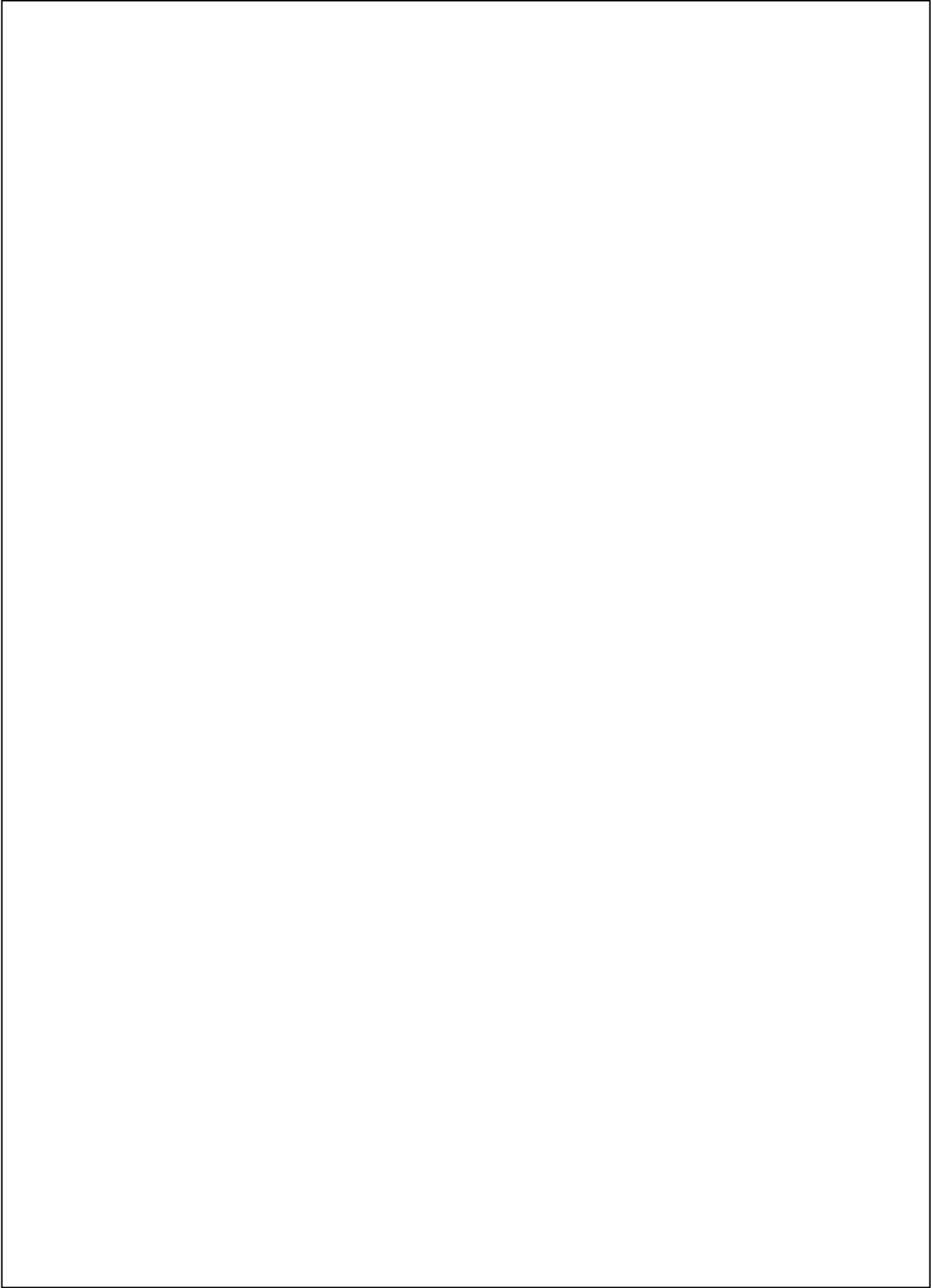
Give the details of your employment experiences (if any), and software engineering project experiences, both academic and industry.



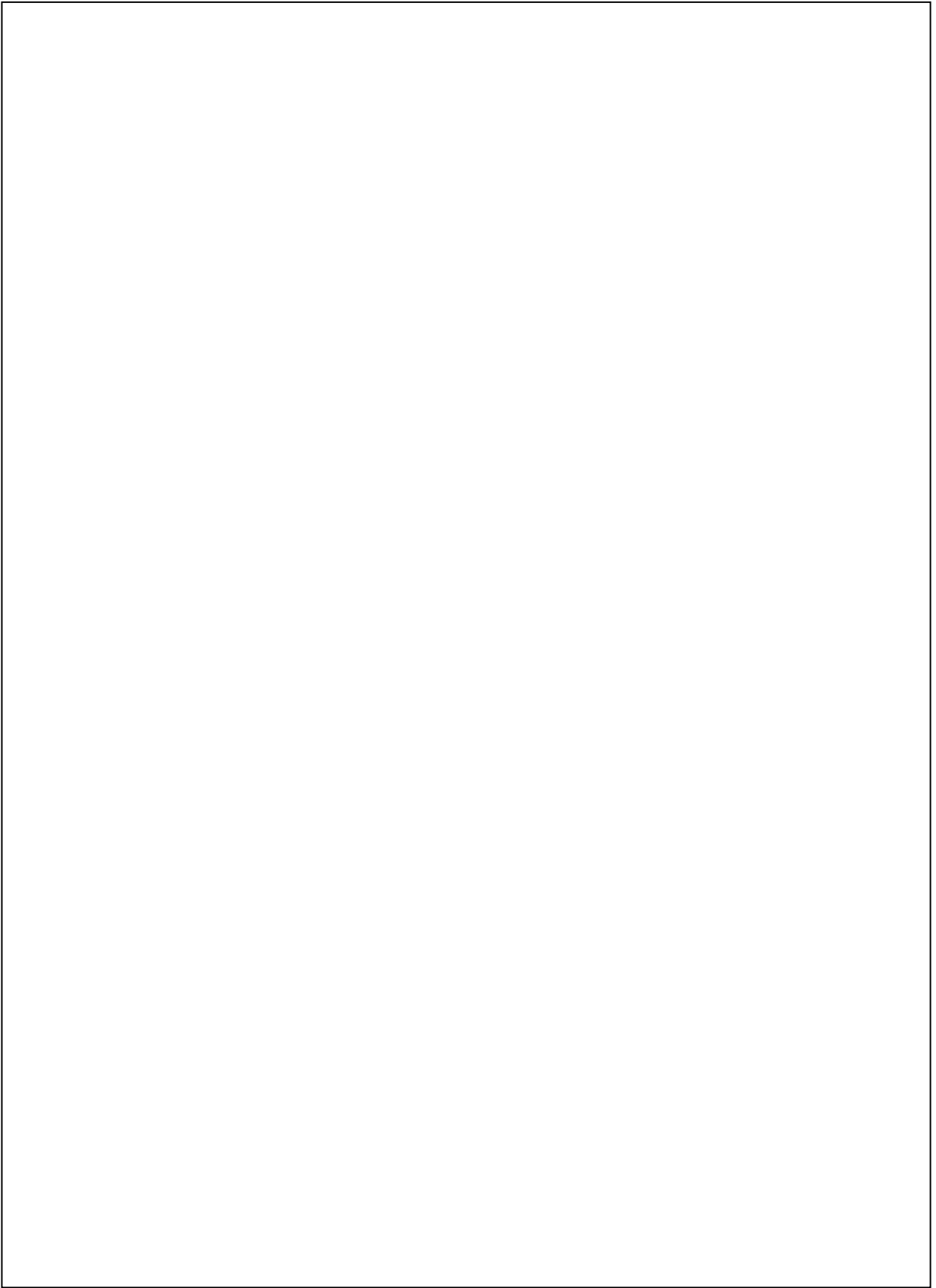
## Critical Essay

The essay is an important part of your application packet, and helps the Admissions Committee to better understand your background, your goals, and your suitability as a candidate. Successful essays are those that provide clear descriptions into what you have done, what you are hoping to accomplish as a student of this program, and what is truly unique about you as a candidate. Please attach a separate sheet of your essay answering the following questions:

1. Why would you like to pursue the Carnegie Mellon – SSN Master of Science in Information Technology – Software Engineering (MSIT-SE) degree?
2. Describe your relevant academic, industrial, and/or commercial experience, and explain how this experience has prepared you to be successful in this program.
3. Choose one of the projects described above in question #2, and explain an aspect of the project that didn't go according to plan. What lessons did you learn from this experience?
4. Provide any additional information that you want the Admissions Committee to know about you.







# केन्द्रीय माध्यमिक शिक्षा बोर्ड

08544/00006

क्रमांक  
S.No. SSE/2007/

CENTRAL BOARD OF SECONDARY EDUCATION

162555

अंक विवरणिका MARKS STATEMENT

सेकण्डरी स्कूल परीक्षा, 2007

SECONDARY SCHOOL EXAMINATION, 2007

ALL INDIA

नाम Name DILIP M KUMAR

अनुक्रमांक Roll No. 5212658

माता का नाम Mother's Name MEERA M KUMAR

पिता का नाम Father's Name S MADHU KUMAR

जन्म तिथि Date of Birth 10TH MAY NINETEEN HUNDRED NINETY ONE

विद्यालय School 08544 DELHI PUBLIC SCHOOL SECTOR 30 NOIDA G B NAGAR UP

विषय कोड SUB. CODE	विषय SUBJECT	प्राप्तांक MARKS OBTAINED				स्थितीय ग्रेड POSITIONAL GRADE
		लि. TH	प्रे/आ.मू PR/IA	योग TOTAL	योग शब्दों में TOTAL IN WORDS	
101	ENGLISH COMM.	082	XXX	082	EIGHTY TWO	A2
020	GERMAN	091	XXX	091	NINETY ONE	A2
041	MATHEMATICS	074	020	094	NINETY FOUR	A1
086	SCIENCE & TECH.	056	035	091	NINETY ONE	A1
	PRAC.-INTERNAL 019					
	PRAC.-SKILLS EXT 016					
087	SOCIAL SCIENCE	067	020	087	EIGHTY SEVEN	A2
165	INTRODUCTORY I T	030	060	090	NINETY	A2

AB : विषय में अनुपस्थित Absent in the Subject

परिणाम Result PASS

PR : प्रयोगात्मक Practical

IA : आंतरिक मूल्यांकन Internal Assessment

दिल्ली Delhi

दिनांक Dated 29-05-2007

M. Chharya  
परीक्षा नियंत्रक

Controller of Examinations



क्रमांक

S.No. SSCE/ 2008/

## केन्द्रीय माध्यमिक शिक्षा बोर्ड

CENTRAL BOARD OF SECONDARY EDUCATION

303622

अंक विवरणिका MARKS STATEMENT

सीनियर स्कूल सर्टिफिकेट परीक्षा, 2008

ALL INDIA SENIOR SCHOOL CERTIFICATE EXAMINATION, 2008

नाम Name

ABHINAV BISWAS

अनुक्रमांक Roll No.

5552695

माता का नाम Mother's Name

APARNA BISWAS

पिता का नाम Father's Name

KARUNAMOY BISWAS

विद्यालय School

08468 ARMY SCHOOL BARRACKPORE CANTT 24 PARGANAS WB

विषयकोड SUB. CODE	विषय SUBJECT	प्राप्तांक MARKS OBTAINED				स्थितीय ग्रेड POSITIONAL GRADE
		लि. TH	प्रे. PR	योग TOTAL	योग शब्दों में TOTAL IN WORDS	
301	ENGLISH CORE	087	XXX	087	EIGHTY SEVEN	A1
041	MATHEMATICS	095	XXX	095	NINETY FIVE	A1
042	PHYSICS	058	030	088	EIGHTY EIGHT	A1
043	CHEMISTRY	066	029	095	NINETY FIVE	A1
083	COMPUTER SCIENCE	062	030	092	NINETY TWO	A1
048	PHYSICAL EDUCATION	065	023	088	EIGHTY EIGHT	A1
500	WORK EXPERIENCE					B1
502	PHY & HEALTH EDUCA					A1
503	GENERAL STUDIES					A2

संक्षिप्तियों का अर्थ : Abbreviations

AB : विषय में अनुपस्थित Absent in the Subject

परिणाम Result

PASS

EX : छूट - प्राप्त Exempted

FP : प्रयोगात्मक में असफल Fail in Practical

FT : लिखित में असफल Fail in Theory

दिल्ली Delhi

दिनांक Dated


23-05-2008

M. Charya

परीक्षा नियंत्रक

Controller of Examinations

B.E. DEGREE EXAMINATIONS  
CONSOLIDATED STATEMENT OF MARKS

NAME OF THE CANDIDATE							REGISTER NO.						
VIDHYA SHREE S							30906103052						
COLLEGE OF STUDY							MONTH & YEAR OF LAST APPEARANCE						
309: Meenakshi Sundararajan Engineering College							April 2010						
PROGRAMME & BRANCH							REGULATIONS						
B.E. Civil Engineering							2004						
SEM.	SUBJECT CODE	SUBJECT TITLE	MAX	MR	MARKS SECURED	MONTH & YEAR OF PASSING	SEM.	SUBJECT CODE	SUBJECT TITLE	MAX	MR	MARKS SECURED	MONTH & YEAR OF PASSING
01*	CE1X01	Construction Materials	100	50	077	APR 2007	06	CE1357	Survey Camp	100	50	094	APR 2009
01*	CY1X01	Engineering Chemistry	100	50	085	APR 2007	07	CE1401	Design of Reinforced Brick Masonry Structures	100	50	097	NOV 2009
01*	OE1X01	Engineering Graphics	100	50	073	APR 2007	07	CE1402	Estimation and Quantity Surveying	100	50	088	NOV 2009
01*	GE1X02	Computer Programming	100	50	074	APR 2007	07	CE1403	Basics of Dynamics and Aseismic Design	100	50	086	NOV 2009
01*	CE1X04	Engineering Mechanics	100	50	090	APR 2007	07	CE1404	Building Services	100	50	091	NOV 2009
01*	HS1X01	Technical English	100	50	066	APR 2007	07	CE1006	Traffic Engineering Management	100	50	089	NOV 2009
01*	MA1X01	Engineering Mathematics - I	100	50	084	APR 2007	07	CE1011	Coastal Zone Management	100	50	090	NOV 2009
01*	PH1X01	Engineering Physics	100	50	080	APR 2007	07	CE1405	Computer Aided Design and Drafting Laboratory	100	50	100	NOV 2009
01*	GE1X03	Engineering Practices Laboratory	100	50	094	APR 2007	07	CE1406	Design Project	100	50	100	NOV 2009
01*	PC1X01	Physics and Chemistry Laboratory	100	50	100	APR 2007	08	CE1451	Engineering Economics and Cost Analysis	100	50	082	APR 2010
03	AG1201	Applied Geology	100	50	084	NOV 2007	08	CE1030	Pre-Stressed Concrete Structures	100	50	090	APR 2010
03	CE1201	Mechanics Of Solids	100	50	077	NOV 2007	08	CE1035	Repair and Rehabilitation of Structures	100	50	078	APR 2010
03	CE1202	Mechanics Of Fluids	100	50	095	NOV 2007	08	CE1453	Project Work	200	100	200	APR 2010
03	CE1203	Construction Techniques, Equipment and Practice	100	50	087	NOV 2007	<p>* Annual Pattern is followed in the First Year of study and Semester Pattern is followed from Second Year onwards. ***End of Statement*** Classification : <b>FIRST CLASS WITH DISTINCTION</b> Total Marks (from 3rd to 8th semester) : 4429 / 4900 Percentage (rounded to nearest integer) : 90</p> 						
03	CE1204	Surveying-I	100	50	093	NOV 2007							
03	CY1201	Environmental Science and Engineering	100	50	082	NOV 2007							
03	MA1201	Mathematics - III	100	50	086	NOV 2007							
03	CE1205	Survey Practical - I	100	50	097	NOV 2007							
03	CE1206	Computer Aided Building Drawing	100	50	099	NOV 2007							
04	CE1251	Mechanics of Soils	100	50	092	APR 2008							
04	CE1252	Strength of Materials	100	50	090	APR 2008							
04	CE1253	Applied Hydraulic Engineering	100	50	089	APR 2008							
04	CE1254	Surveying - II	100	50	083	APR 2008							
04	CE1255	Highway Engineering	100	50	078	APR 2008							
04	MA1251	Numerical Methods	100	50	098	APR 2008							
04	CE1256	Strength of Materials Lab	100	50	099	APR 2008							
04	CE1257	Hydraulic Engineering Laboratory	100	50	100	APR 2008							
04	CE1258	Survey Practical - II	100	50	100	APR 2008							
05	CE1301	Irrigation Engineering	100	50	094	NOV 2008							
05	CE1302	Structural Analysis - Classical methods	100	50	072	NOV 2008							
05	CE1303	Railways,Docks and Harbours and Airports	100	50	082	NOV 2008							
05	CE1304	Environmental Engineering	100	50	077	NOV 2008							
05	CE1305	Foundation Engineering	100	50	097	NOV 2008							
05	GR1301	Professional Ethics and Human Values	100	50	082	NOV 2008							
05	CE1306	Environmental Engineering Laboratory	100	50	100	NOV 2008							
05	CE1307	Soil Engineering Laboratory	100	50	100	NOV 2008							
05	CE1352	Communication Skills Laboratory	100	50	089	NOV 2008							
06	CE1351	Structural Analysis - Modern Methods	100	50	075	APR 2009							
06	CE1352	Design of Steel Structures	100	50	091	APR 2009							
06	CE1353	Construction Planning and Scheduling	100	50	090	APR 2009							
06	CE1354	Design of RC Elements	100	50	087	APR 2009							
06	MG1351	Principles of Management	100	50	090	APR 2009							
06	CE1001	Hydrology	100	50	090	APR 2009							
06	CE1355	Irrigation Engineering Drawing	100	50	100	APR 2009							
06	CE1356	Environmental Engineering Drawing	100	50	099	APR 2009							

Medium of Instruction : ENGLISH

Chennai - 600 025.



b. 2/10/10



# The ICFAI University Dehradun

## TRANSCRIPT

Student ID : 07PMP14228

Program : MBA

Name : ARINDAM CHAKRABORTY

Duration : 2 Years

Academic Year	Semester	Course	Course Title	Credits	Grade	Category	CGPA	Credits Used
2007-08	I	INM511	Marketing Management - I	3	C			
		INM521	Quantitative Methods	3	C			
		INM531	Financial Management - I	3	B			
		INM541	Organizational Behavior	3	C			
		INM551	Managerial Economics	3	C			
		INM561	IT for Managers	3	C			
		INM571	Accounting for Managers	3	B			
		SS - I	Soft Skills Lab - I	2	C		6.52	23
	II	INM512	Marketing Management - II	2	C			
		INM522	Financial Management - II	3	C			
		INM532	Operations Management	3	C			
		INM542	Human Resource Management	3	C			
		INM552	Macroeconomics and Business Environment	3	C			
		INM562	Business Research Methods	2	C			
		INM572	Legal Environment of Business	3	C			
		INM582	Enterprise Solutions for Managers	3	C			
		SS - II	Soft Skills Lab - II	2	C		6.26	47
2008-09	SIP	INCIP1	Summer Internship Program	6	C		6.23	53
2008-09	III	INM611	Management Control Systems	3	C			
		INM621	Business Strategy - I	3	C			
		MKE631	Services Marketing	3	C	EL		
		MKE651	Retail Management	3	C	EL		
		IVE611	Personal Financial Planning	3	C	EL		
		FIE611	Security Analysis	3	C	EL		
		SS - III	Soft Skills Lab - III	2	C			
		INT611	Management Thesis - I	6	A		6.46	79
	IV	INM612	Business Ethics and Corporate Governance	3	C			
		INM622	Business Strategy - II	3	C			
		MKE642	Sales and Distribution Management	3	C	EL		
		MKE662	Strategic Marketing Management	3	C	EL		
		FIE612	Strategic Financial Management	3	C	EL		
		IVE612	Portfolio Management and Mutual Funds	3	C	EL		
		SSO004	Soft Skills Lab - IV	2	B			
		INT612	Management Thesis - II	6	B		6.50	105

CREDITS COMPLETED: 105

CREDITS USED IN CGPA: 105

CGPA: 6.50



April 29, 2009

Checked by

Bijan Roy  
Controller of Examinations

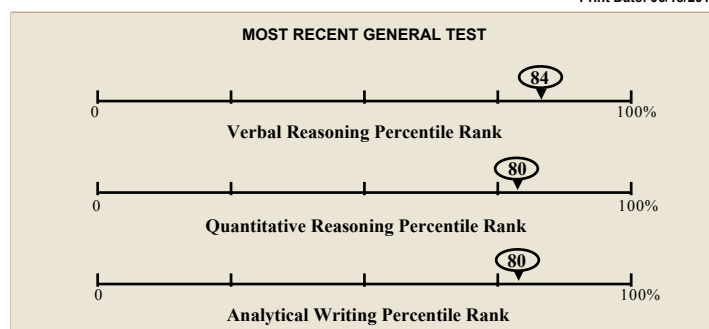
Registrar



Last (Family/Surname) Name, First (Given) Name, Middle Initial

Print Date: 06/18/2014

Address:	23 Allen Street Jackson, MS 39203
Email Address:	msmith@bdn.edu
Phone Number:	6099743212
Date of Birth:	02/02/1983
Social Security Number (last 4 digits):	8766
Gender:	Female
Intended Graduate Major Code:	0203
Intended Graduate Major:	Biological Sciences - Biology
Most Recent Test Date:	05/12/2014
Registration Number:	1111111



All dates are formatted as MM/DD/YYYY.

This score report includes all of your General Test and Subject Test scores earned from July 1, 2009 to the present. Only reported scores are available for display.

## General Test Scores

Test Date MM/DD/YYYY	Verbal Reasoning*				Quantitative Reasoning*				Analytical Writing	
	Prior Format	Current Format			Prior Format	Current Format			Score	% Below
	Scaled Score	Estimated Current Score	Scaled Score	% Below	Scaled Score	Estimated Current Score	Scaled Score	% Below		
05/12/2014			160	84			161	80	4.5	80
06/01/2011	590	159		81	750	159		74	4.5	80

NS - No Score. Indicates that no questions were answered.

\* The GRE Verbal Reasoning and Quantitative Reasoning score scales changed in August 2011. For tests taken August 2011 or later, scores are printed in the "Current Format" columns. For tests taken before August 2011, scores on the prior scales and the corresponding estimated scores on the current scales are printed in the "Prior Format" columns.

## Subject Test Scores

Test Date	Test Name / Subscore Name	Scaled Score	% Below
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## Score Recipient(s)

Your score reporting history is shown below. "Pending" indicates your scores are not yet available, or your order has not yet been processed.

Undergraduate Institution				
Report Date	Institution (Code)	Department (Code)	Test Type	Test Date

Score Recipient(s)				
Report Date	Institution or Fellowship Sponsor (Code)	Department (Code)	Test Type	Test Date
05/21/2014	ETS University (1234)	Biology (0203)	General Test	05/12/2014

\* Undergraduate Institution does not wish to receive scores

\*\* Score recipient not valid/active

## QUESTIONS ABOUT THIS GRE EXAMINEE SCORE REPORT

Information to help you interpret your GRE scores is available at [www.ets.org/gre/stupubs](http://www.ets.org/gre/stupubs). If you have any questions concerning this GRE Report of Scores, call ETS at 1-609-771-7670 or 1-866-473-4373 (toll free for test takers in the U.S., U.S. Territories\*, and Canada) between 8:00 a.m. and 7:45 p.m. EST or email [gre-info@ets.org](mailto:gre-info@ets.org). For information about interpreting your scores, consult **Interpreting Your GRE Scores**, which is available at [www.ets.org/gre/understand](http://www.ets.org/gre/understand).

\*Includes American Samoa, Guam, Puerto Rico, and U.S. Virgin Islands

## SCORE REPORTING

Policies pertaining to score reporting and use are periodically reviewed and revised by the GRE Board. The policies and procedures explained in the 2014-15 *GRE Information and Registration Bulletin* are effective only for the time period of July 1, 2014 to June 30, 2015 and supersede previous policies and procedures in previous bulletins. GRE scores are reportable for five(5) years following the testing year (July 1 to June 30) in which you tested. Currently, GRE scores earned after July 1, 2009 are available.

## PERCENTILE RANK (% BELOW)

The percentile ranks in this report indicate the percentage of examinees who scores below your score. Note that these percentile ranks may be different from those that applied when the scores were originally reported to you if the scores were earned prior to July 2014. This reflects annual updating of these data to permit admissions officers to compare scores, whenever earned, with those for a recent reference group.

## RETAKING A GRE TEST

You can take the GRE revised General Test once every 21 days, up to five times within any continuous rolling 12-month period (365 days). This applies even if you canceled your scores on a test taken previously. You may take the paper-based GRE revised General Test and GRE Subject Tests as often as they are offered.

Note: This policy will be enforced even if a violation is not immediately identified (e.g., inconsistent registration information) and test scores have been reported. In such cases, the invalid scores will be canceled and score recipients will be notified of the cancellation. Test fees will be forfeited.

## SCORES NOT REPORTED

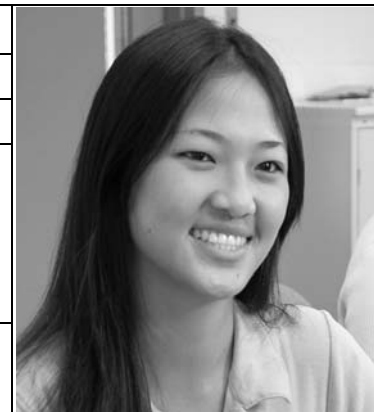
"Scores Not Reported" is listed in the Report Date column of the Score Recipients section of your score report if one of three scenarios occurs:

- You requested scores to be sent to an undergraduate institution that does not receive scores.
- The code for the graduate institution you designated to receive scores is no longer active.
- Your reportable score record does not include scores for the requested test.

Note: This report is not valid for transmission of scores to an institution.

**TOEFL**Internet-based Test Examinee Score Report  
for the Test of English as a Foreign LanguageTest Date: **22 Oct 2005**Sponsor Code: **6283**

Inst. Code: Dept. Code:

Registration Number: **4234 5678 9123 4567**Name: **Tanaka, Miki**Gender: **Female**Native Country: **Japan**Date of Birth: **19 May 1987**Native Language: **Japanese****0802  
9993  
2229  
7766****TANAKA, MIKI  
1A 23-4 BCD567 EF891  
FGHIJ RD  
MNLOPQ 234 JAPAN****SAMPLE  
ONLY****TOEFL SCALED SCORES**

Reading	<b>17</b>
Listening	<b>17</b>
Speaking	<b>14</b>
Writing	<b>17</b>
<b>Total Score</b>	<b>65</b>

The face of this document has a multicolored background – not a white background.

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Reading Skills	Level	Your Performance
Reading	Intermediate (15–21)	<p>Test takers who receive a score at the <b>INTERMEDIATE</b> level, as you did, typically understand academic texts in English that require a wide range of reading abilities, although their understanding of certain parts of the texts is limited.</p> <p>Test takers who receive a score at the <b>INTERMEDIATE</b> level typically</p> <ul style="list-style-type: none"><li>• have a good command of common academic vocabulary but still have some difficulty with high-level vocabulary;</li><li>• have a very good understanding of grammatical structure;</li><li>• can understand and connect information, make appropriate inferences, and synthesize information in a range of texts but have more difficulty when the vocabulary is high level and the text is conceptually dense;</li><li>• can recognize the expository organization of a text and the role that specific information serves within a larger text but have some difficulty when these are not explicit or easy to infer from the text; and</li><li>• can abstract major ideas from a text but have more difficulty doing so when the text is conceptually dense.</li></ul>
Listening Skills	Level	Your Performance
Listening	Intermediate (14–21)	<p>Test takers who receive a score at the <b>INTERMEDIATE</b> level, as you did, typically understand conversations and lectures in English that present a wide range of listening demands. These demands can include difficult vocabulary (uncommon terms or colloquial or figurative language), complex grammatical structures, and/or abstract or complex ideas. However, lectures and conversations that require the listener to make sense of unexpected or seemingly contradictory information may present some difficulty.</p> <p>When listening to conversations and lectures like these, test takers at the <b>INTERMEDIATE</b> level typically can</p> <ul style="list-style-type: none"><li>• understand explicitly stated main ideas and important details, especially if they are reinforced, but may have difficulty understanding main ideas that must be inferred or important details that are not reinforced;</li><li>• understand how information is being used (for example, to provide support or describe a step in a complex process);</li><li>• recognize how pieces of information are connected (for example, in a cause-and-effect relationship);</li><li>• understand, though perhaps not consistently, ways that speakers use language for purposes other than to give information (for example, to emphasize a point, express agreement or disagreement, or convey intentions indirectly); and</li><li>• synthesize information from adjacent parts of a lecture or conversation and make correct inferences on the basis of that information, but may have difficulty synthesizing information from separate parts of a lecture or conversation.</li></ul>



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Speaking Skills	Level	Your Performance
Speaking about Familiar Topics	Limited (1.5–2.0)	Your responses indicate some difficulty speaking in English about everyday experiences and opinions. Listeners sometimes have trouble understanding you because of noticeable problems with pronunciation, grammar, and vocabulary. While you are able to respond partially to the questions, you are not able to fully develop your ideas, possibly due to limited vocabulary and grammar.
Speaking about Campus Situations	Fair (2.5–3.0)	Your responses demonstrate an ability to speak in English about reading material and experiences typically encountered by university students. You are able to convey relevant information about conversations, newspaper articles, and campus bulletins; however, some details are missing or inaccurate. Limitations of grammar, vocabulary, and pronunciation at times cause difficulty for the listener. However, they do not seriously interfere with overall communication.
Speaking about Academic Course Content	Limited (1.5–2.0)	In your responses, you are able to use English to talk about the basic ideas from academic reading or lecture materials, but, in general, you include few relevant or accurate details. It is sometimes difficult for listeners to understand your responses because of problems with grammar, vocabulary, and pronunciation. Overall, you are able to respond in a general way to the questions, but the amount of information in your responses is limited and the expression of ideas is often vague and unclear.
Writing Skills	Level	Your Performance
Writing based on Reading and Listening	Fair (2.5–3.5)	You responded to the task, relating the lecture to the reading, but your response indicates weaknesses such as <ul style="list-style-type: none"> <li>an important idea or ideas may be missing, unclear, or inaccurate;</li> <li>there may be unclarity in how the lecture and the reading passage are related; and/or</li> <li>grammatical mistakes or vague/incorrect uses of words may make the writing difficult to understand.</li> </ul>
Writing based on Knowledge and Experience	Fair (2.5–3.5)	You expressed ideas with reasons, examples, and details, but your response indicated weaknesses such as <ul style="list-style-type: none"> <li>you may not provide enough specific support and development for your main points;</li> <li>your ideas may be difficult to follow because of how you organize your essay or because of the language you use to connect your ideas; and/or</li> <li>grammatical mistakes or vague/incorrect uses of words may make the writing difficult to understand.</li> </ul>

**THIS IS THE ONLY PERSONAL RECORD YOU WILL RECEIVE. PLEASE RETAIN FOR YOUR RECORDS.**

This score report provides both section scores and a total score. An analysis of your strengths and weaknesses in English is included. The level pertaining to each skill should not be generalized beyond the performance on this test. Skill levels and their associated descriptions are not intended for use by colleges as part of their admission criteria and will not be used by institutions you have granted permission.

**Information About Scores:** The following scaled scores are reported for TOEFL iBT. A total score is not reported when one or more sections have not been administered. These scores have the following ranges:

Sections	Scaled Scores
Reading	0 – 30
Listening	0 – 30
Speaking	0 – 30
Writing	0 – 30
<b>Total Score</b>	0 – 120

**Institution Code Numbers:** The code numbers on this score report are the ones you selected at the time you registered. If any of the numbers you indicated are not shown, they were incorrect and the TOEFL office was unable to send those score reports. To have official score reports sent, follow the directions on the attached Score Report Request Form.

DEPT.	WHERE THE REPORT WAS SENT
02	Admissions office of a graduate school of management (business)
03	Admissions office of a graduate school of law
01, 04-99	Admissions office for graduate study in a field other than management (business) or law according to the codes marked on your answer sheet
00	Admissions office for undergraduate study or an institution or agency that is not a college or university

**Score Legends:**

Reading Skills	
Level	Scaled Score Range
High	22 – 30
Intermediate	15 – 21
Low	0 – 14

Speaking Skills		
Level	Task Rating	Scaled Score Range
Good	3.5 – 4.0	26 – 30
Fair	2.5 – 3.0	18 – 25
Limited	1.5 – 2.0	10 – 17
Weak	0 – 1.0	0 – 9

Listening Skills	
Level	Scaled Score Range
High	22 – 30
Intermediate	14 – 21
Low	0 – 13

Writing Skills		
Level	Task Rating	Scaled Score Range
Good	4.0 – 5.0	24 – 30
Fair	2.5 – 3.5	17 – 23
Limited	1.0 – 2.0	1 – 16
Score of Zero	0	0

Further information about TOEFL iBT scoring is in the Learners and Test Takers section of the TOEFL Web site at [www.ets.org/toefl](http://www.ets.org/toefl).

**IMPORTANT NOTE TO INSTITUTIONS:** Scores are valid **ONLY** if received directly from ETS. Photocopies should never be accepted. If you received this score report directly from an examinee, please provide your official TOEFL institution code to the examinee so he/she can request that an official score report be sent to you. If you need to contact ETS, use the toll-free number on the back of the official score report. Scores more than two years old cannot be reported or validated.



# Functional Resume Sample

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## John W. Smith

2002 Front Range Way Fort Collins, CO 80525

[jwsmith@colostate.edu](mailto:jwsmith@colostate.edu)

### Career Summary

Four years experience in early childhood development with a diverse background in the care of special needs children and adults.

### Adult Care Experience

- Determined work placement for 150 special needs adult clients.
- Maintained client databases and records.
- Coordinated client contact with local health care professionals on a monthly basis.
- Managed 25 volunteer workers.

### Childcare Experience

- Coordinated service assignments for 20 part-time counselors and 100 client families.
- Oversaw daily activity and outing planning for 100 clients.
- Assisted families of special needs clients with researching financial assistance and healthcare.
- Assisted teachers with managing daily classroom activities.
- Oversaw daily and special student activities.

### Employment History

1999-2002      Counseling Supervisor, The Wesley Center, Little Rock, Arkansas.  
1997-1999      Client Specialist, Rainbow Special Care Center, Little Rock, Arkansas  
1996-1997      Teacher's Assistant, Cowell Elementary, Conway, Arkansas

### Education

*University of Arkansas at Little Rock, Little Rock, AR*

- BS in Early Childhood Development (1999)
- BA in Elementary Education (1998)
- GPA (4.0 Scale): Early Childhood Development – 3.8, Elementary Education – 3.5, Overall 3.4.
- Dean's List, Chancellor's List