



## Contestant Resume Instructions

This is your opportunity to demonstrate to the judges why they should consider you for the job of Miss Local/Miss State/Miss America. You may list as many or as few items under each category as you desire. Your only restriction is that it must follow the established format and it must fit on one (1) page. This page, combined with the Platform Statement, will comprise your entire application for this job. The judges will receive exactly what is submitted. Any item incorrectly submitted that does not fit the established criteria may be submitted to the judges without an opportunity to correct.

It is important that these instructions are followed:

1. Create a “New” document with your computer’s Word program.
2. Set margins for 1” on all four sides. The font style may not be any smaller than “10” and no larger than “12” point type, using the Times New Roman font style. Please refer to the attached sample to verify you are following the requested format.
3. With the justification set for left, type “**Name:” in bold.** Following the colon (:), hit the space bar twice. Then, type your name as you wish the judges to know it. (If your name is LaCricia Deborah Smith and you want to be known as “Deborah Smith”, please type “Deborah Smith”).
4. Then, move to the next line and type “**Title:” in bold.** Following the colon (:), hit the space bar twice. Then, type your state title.
5. Then, move to the next line and type “**Hometown:” in bold.** Following the colon (:), hit the space bar once. Then, type your hometown including the city and the state.
6. Move to the next line. Now set your justification to the right. Type “**Date of Birth:” in bold.** Hit the space bar two (2) times, and type the month, day, and year of your birth. (Ex. October 10, 1989)
7. Move Justification to the left. Double space down and type “**Education:” in bold.** Hit the tab bar three times and then type your most recent school first. If it is grad school, indicate it as such. List degree seeking (all on the same line as the name of the school), move to the line underneath that to list your undergraduate school and degree sought/achieved, and below that list your high school.
8. Double space down. Hit the tab bar once. Type “**Platform Issue:” in bold.** Hit the tab bar three times. Type the TITLE of your platform, MAKE SURE IT LINES UP WITH THE INFORMATION ABOVE IT. DO NOT TYPE ANYTHING OTHER THAN THE TITLE.
9. Double space down. Hit the tab bar once. Type “**Scholastic/Career Ambition:” in bold.** Hit the Tab bar once, MAKE SURE IT LINES UP WITH THE OTHERS ABOVE IT. Then type the type of degree/education you would ultimately like to achieve and beneath that, list your career ambition.
10. Double space down. Hit the tab bar once. Type “**Talent:” in bold.** Hit the tab bar three times. Type the type of talent and specific selection. MAKE SURE IT LINES UP WITH THE INFORMATION ABOVE IT. (i.e. Pop Vocal - “Crying”, Tap Dance - “Staying Alive”, etc.)
11. Double space down. Type “**Scholastic Honors:” in bold.** Hit the space bar twice. Each item should be separated by a semi-colon (;).
12. Double space down. Type “**Leadership Roles:” in bold.** Hit the space bar twice. Each item should be separated by a semi-colon (;).
13. Double space down. Type “**Accomplishments:” in bold.** Hit the space bar twice. Each item should be separated by a semi-colon (;).



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14. Double space down. Type **“Interesting Facts:” in bold**. Hit the space bar twice. Each item should be separated by a semi-colon (;).
15. Double space down. Type **“Employment:” in bold**. Hit the space bar twice. Each item should be separated by a semi-colon (;).
16. Double space down. Type **“How has the world you come from shaped your dreams and aspirations?” in bold**. Hit the space bar twice. Please answer the question in sentence form.
17. Double space down. Type **“Of all the ways you could succeed in your life, why have you chosen to succeed in the Miss America Competition?” in bold**. Hit the space bar twice. Please answer the question in sentence form.
18. Double Space down. Type **“What social issue, other than your platform, will have the greatest impact on your generation and why?” in bold**. Hit the space bar twice. Please answer the question in sentence form.
19. Use your best judgment on what is most important for the judges to know about you. Use the space wisely. Attached is a resume example you can use as a guide.
20. The entire form must fit on one (1) page using the Times New Roman font style. You must leave a 1” margin on all four sides of the page. If spacing issues arise, simply follow the example provided.

This form is given to the judges with your platform statement. You will notice there is a REQUIRED SIGNATURE LINE at the bottom of the Platform Statement. When these two pages are put together, they will create your entire application. Your signature covers the materials listed ON BOTH PAGES. Your signature verifies that everything on the forms you submit is true and accurate. If it is proven that any information on these forms are not true, correct and factual, you risk disqualification from competing in the National Competition and losing your state/local title.

**Name:**  
**Title:**  
**Hometown:**

**Date of Birth:**

**Education:**

**Platform Issue:**

**Scholastic/Career Ambition:**

**Talent:**

**Scholastic Honors:**

**Leadership Roles:**

**Accomplishments:**

**Interesting Facts:**

**Employment:**

**How has the world you come from shaped your dreams and aspirations?**

**Of all the ways you could succeed in your life, why have you chosen to succeed in the Miss America Program?**

**What social issue, other than your platform, will have the greatest impact on your generation and why?**

(Please note: the questions listed above are sample questions and subject to change)

**Name:** Jane Smith  
**Title:** Miss State  
**Hometown:** Anytown, America

**Date of Birth:** December 29, 1994

**Education:** University of State – sophomore – Bachelor of Science, Liberal Arts  
Frederick Douglass High School

**Platform Issue:** Celebrating Cultural Diversity and Inclusiveness

**Scholastic/Career Ambition:** Obtain a Masters of Business Administration

**Talent:** Pop Vocal / “Fallen”

**Scholastic Honors:** Recipient of National Coca-Cola Scholarship; Recipient of the Metropolitan Urban League National Scholarship; Dean’s List; Member of the President’s Leadership Council at the University

**Leadership Roles:** Created and implemented a comprehensive Cultural Diversity Education Curriculum for grades K-12 in twelve Public Schools; University Student Body Senator; H.S. Sr. Class Pres.; College Sorority President.

**Accomplishments:** Recipient of the J.C. Penney Golden Rule Award for Outstanding Volunteer Service to Community; Recipient of the National Conference for Community and Justice Humanitarian Award; Performer, Grand Ole Opry in Nashville; Piano Performance scholarship at State University.

**Interesting Facts:** First person on either side of my family to attend college; Youngest of five children with a 13-year gap between me and my next oldest sister and an almost 20-year gap between the oldest and myself.

**Employment:** Internship with a Law Firm; Internship with local ABC television affiliate; Student Assistant at State University.

**How has the world you come from shaped your dreams and aspirations?**

I come from a loving, supportive family that has always taught me to work hard for the things I want to achieve. Growing up, my parents always encouraged us to get involved with our local community and help those who were less fortunate than us. They tried to instill good values in us and to always guide us on the right path. I think it is because of these lessons my parents taught me that I want to make a difference in today’s world. I aspire to be a woman of great influence, preferably working in the non-profit sector, where I can apply my talents for the greater good and help to change people’s lives. One person truly can make a difference, and I am on my way to proving that cliché. I also dream to one day have a loving family of my own, with beautiful children in whom I can instill the same core values that my parents gave to me.

**Of all the ways you could succeed in your life, why have you chosen to succeed in the Miss America Pageant?**

Along with providing the financial assistance for young women to fulfill our educational goals, the Miss America Organization gives us the opportunity to bring national attention to a cause dear to our hearts. If I were to become Miss America, I know that my voice would be heard as a spokesperson for my personal platform, as well as the national platform. Raising awareness of important social and political issues has always been important to me, and Miss America provides the perfect arena for that.

**What social issue, other than your platform, will have the greatest impact on your generation and why?**

Although I’m not sure I would consider it a social issue, I think technological advancements will have the greatest social impact on my generation. Technology is changing everything – the way we communicate, our lifestyles, access to information – it’s all right at your fingertips! That can be a double-edged sword. I believe we run the risk of losing both interpersonal and language skills due to the ease and speed of communicating electronically. I believe our educators should address this issue immediately, or it may, unfortunately, have the greatest impact on my generation and every generation to follow.