

Curriculum Vitae

A Curriculum Vitae (CV) is a comprehensive work and education history of the applicant. The CV is quite comprehensive and can run six to eight pages or more. A CV should be written in a *straightforward* manner and it is thorough and factual. The first section usually begins with Education, and then Work History. Work History is typically presented in reverse chronological order. The next section might include Publications, Presentations, Committees, Research Projects, Board Commitments, etc. Since the emphasis is on being comprehensive, no work-related activity is generally excluded.

A curriculum vita and a resume are different. Curriculum is a Latin word meaning a race course or a running contest. Vita or vitae means life, so curriculum vita is *the running story of one's life*. Resume is a French word meaning summary or outline.

Adapted from Lundgren, A. Curriculum vita is more than a fancy way to say 'resume.'
St. Paul Pioneer Press, January 28, 2006.