

# Resumes vs. CVs

For any given internship, job, graduate program, scholarship, grant, etc. you may be asked to provide a professional resume or curriculum vitae. Here are some of the primary differences between these two documents:

	Resume	CV
<b>Purpose</b>	To construct a professional identity, typically used for employment, internships, and graduate school	To construct a scholarly identity, typically used for employment in academic and research settings, as well as for graduate programs, fellowships, and grants
<b>Length</b>	Ideally 1 page, 2 pages maximum, depending on industry	Typically 3+ pages
<b>Formatting</b>	Consistent fonts, margins, spacing, set up, etc. Bulleted format for descriptors.	Consistent fonts, margins, spacing, set up, etc. Bulleted format OR paragraphs for descriptors.
<b>Content</b>	Individualized to each employer/grad program. Education, jobs, internships, volunteer work, extracurriculars, skills, honors/awards, professional development, etc.	Individualized to each employer/grad program. Same content as resume, but may be more emphasis on research, academic projects, presentations, publications, and other things with an academic focus. Those with a PhD should include a brief description of their dissertation.
<b>References</b>	Three professional references listed on a separate page	Three professional references listed on a separate page OR at the end of the CV
<b>Personal Information</b>	For positions in the US, do not include personal information	For positions outside the U.S. if a CV is required, you may need to include personal information including citizenship, passport data, birthdate and location, marital status, age, etc. Check with the specific application instructions or call to find out.
<b>Other</b>	Most common format for US jobs and internships	More common in other countries (ex. Europe, Asia, Middle East, Africa)