

## Student Résumé

	1 Point - Poor	2 Points - Fair	3 Points - Good	4 Points - Excellent	Score
Format & Focus	Poor organization, document lacks consistency.	Fair organization, minimal consistency.	Organized and consistent but does not appear tailored for this application.	Highly organized, customized headers, professional in all aspects.	
Grammar & Punctuation	3+ spelling/ grammatical errors	2 spelling/ grammatical errors	1 spelling/ grammatical error	no spelling or grammatical errors	
Represents Experience	Does not have experience on résumé	Experience is listed on résumé	Résumé includes experience with generic bullet statements	Résumé includes the experience and well-defined bullet statements	
Personal Style	Résumé does not demonstrate content that conveys a comprehensive picture of the candidate	Résumé features a small amount of personal style	Effort was clearly put into the résumé, but it does look generic	Résumé demonstrates content that conveys a comprehensive picture of the candidate, emphasizing skills and accomplishments	
Additional Comments:					
				Total - Maximum 16 points:	0

## Essay Questions

	1 Point - Poor	2 Points - Fair	3 Points - Good	4 Points - Excellent	Score
Overall language and cohesion	3+ spelling/ grammatical errors; poorly written	2 spelling/ grammatical errors; writing is not clearly cohesive	1 spelling/ grammatical error; writing is cohesive but not stellar	no spelling or grammatical errors; writing flows well	
Format & Focus	Poor organization, questions not answered	Fair organization, questions barely answered, or some answered/others not well addressed	Organized and consistent, but does not completely answer the questions	Highly organized, answers the questions	
Learning, Career Competencies (CC), and the Experience Itself (Q 1&2)	Learning/CC not indicated, and contributions not mentioned	Little learning or mention of the career competencies; minimal content related to the tasks and contributions	Some learning and/or mention of the career competencies; experiences described in relation to organization	Demonstrates clear examples of learning and career competencies; contributions and benefit to organization are clearly outlined	
Examples and Reflective Responses (Q 3&4)	Does not offer any concrete examples or reflection	One example provided; Reflection is less than 25% of response	Two examples provided; Reflection is 25-50% of response	Three examples provided; Reflection is at least 50% of response	
Additional Comments:					
				Total - Maximum 16 points:	0