

Résumé cue cards

Résumé (1-3 page outline)	Employer reference	Employer reference	School reference(s)
Personal reference(s)	Most recent academic certificate For example HSC	ATAR results	HSC transcript of results
VET certificate	VET Statement of Competencies Achieved	Year 11 Preliminary Certificate	Year 11 Preliminary Record of Achievement
Year 10 Record of School Achievement	School Certificate Record of Achievement	Other certificates (for example First Aid Certificate)	Coaching levels certificate(s)
Music certificates	Competition awards For example maths/science competition	Other	Other
Merit certificates	Other awards	Photos (3D or large artwork/design/construction work and so on.)	Copy of Birth Certificate (Original should be filed carefully at home)