



Crafting Your Curriculum Vitae and Letter of Intent

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What is a *Curriculum Vitae* (CV)?

“A [curriculum vitae] CV, meaning ‘life story’ or ‘course of life’ is much longer, comprehensive, and detailed than a resume.”

Write your story as it happens!

What is the Purpose and Goal of Your CV?

Purpose:

CVs help establish you as a strong match for your future residency, fellowship, other post-graduate program, or employment.

Goal:

CVs serve as an introduction to program directors and future employers to help you get an interview.



Reference: UCSF Office of Career & Professional Development. (2007). UCSF OCPD Dental Residency Tutorial [Video file]. Retrieved from <http://www.screencast.com/t/KSpwBiSS7JaB>

Outline of Information that Belongs on Your CV

- Contact information
- Education and experiential training
- Specialized training, professional licensure, and certification
- Presentations, publications, and research
- Community service
- Professional activities and leadership
- Professional and teaching experience
- Honors and awards
- Special skills or expertise



Reference: American College of Clinical Pharmacy. *Curriculum Vitae Pearls*. Retrieved from <http://www.accp.com/stunet/cvpearls.aspx>

Craft a Concise and Honest CV

- The most important entries listed first
 - Avoid categories that include only one item – try to incorporate these entries into another section of your CV
 - List details in reverse chronological order
- Be consistent with your CV formatting – styles may vary
 - Start bullets with action verbs, use specific details to focus on what you've done, and include information about what outcomes you contributed to and detail why your actions mattered to the preceptor/employer
 - Consistently format fonts, font sizes, and placement of dates
 - Feature different sections with bold, capitalized, and/or underlined headings
 - Leave sufficient white space to allow for easy reading
 - Include your name and page number on each page
- Do not “fluff” your CV with the following:
 - Using abnormally wide margins or large font types
 - Describing non-related accomplishments in detail
 - Duplicating items in different sections of the CV



References: Ohio State University, College of Pharmacy Career Services. (2013). *Curriculum Vitae Creation*. Retrieved from https://pharmacy.osu.edu/forms/allstudents/career-services-2013/CVGuide5_31_13.pdf

Soric, Mate M. (2013). *Maximize Your Rotations: ASHP's Student Guide to IPPEs, APPEs, and Beyond*. Bethesda, MD: American Society of Health-System Pharmacists.

More Guidelines for Crafting Your CV

- Do not include information on events which occurred prior to entering pharmacy school except for education (degrees) unless it is unique
 - e.g. awards or office held in organizations
- Consider your use of abbreviations
 - Define an abbreviation within its first instance in your CV using parentheses
 - i.e. Skaggs School of Pharmacy and Pharmaceutical Sciences (SSPPS)
- Use past tense and third person
- Include the names of your preceptors and supervisors

Proofread your CV; have it reviewed by others to minimize errors (family, friends, preceptors, faculty, faculty advisors, school events, and pharmacy organization events).



Reference: American College of Clinical Pharmacy. *Curriculum Vitae Pearls*. Retrieved from <http://www.accp.com/stunet/cvpearls.aspx>

Consider The Following While Crafting Your CV

- If you list your name on a publication, be prepared to talk about the project as a whole. Identify your role on each project.
 - Can you speak about any item on your CV if asked for more detail during an interview?
- Not every position may not require a detailed CV
 - In this case, consider developing a one- to two-page resume using a CV framework.



Reference: Soric, Mate M. (2013). *Maximize Your Rotations: ASHP's Student Guide to IPPEs, APPEs, and Beyond*. Bethesda, MD: American Society of Health-System Pharmacists.

“When it comes to CVs, there are many different opinions about style, order of items, length, and other factors.

Although it is important for you to get multiple opinions and perspectives, avoid making every change recommended.

Rather, after receiving several sets of feedback, decide which changes to incorporate.”

Jane A. Doe's Sample CV

Disclaimer: This sample CV was compiled from multiple student pharmacists' activities to demonstrate formatting of various CV components.

A single student's CV would not be expected to contain all of these activities. List section contents in reverse chronological order, with most current information at the beginning of each section. Following a residency or first job, remove the APPE, IPPE and meetings attended sections. Consider tracking students you precept.

You can find this sample CV in its entirety here:

[http://pharmacy.ucsd.edu/current/docs/
Student_Curriculum_Vitae_Sample.pdf](http://pharmacy.ucsd.edu/current/docs/Student_Curriculum_Vitae_Sample.pdf)

Jane A. Doe's Sample CV

- Use your current contact information so that your interviewer can reach you
- Use your “current” address in addition to your “permanent” address if applicable

Jane A. Doe

Address: 2020 South Street
Sunshine, CA 90000

Telephone: 777-777-7777
Email: jdoe@xxx.com

EDUCATION

Month Yr – Present **Skaggs School of Pharmacy and Pharmaceutical Sciences (SPPS)**
University of California, San Diego, CA (UCSD)
Doctor of Pharmacy Candidate; Expected graduation:

Month Yr – Month Yr **University of California, Davis**
Davis, CA
B.S. Biochemistry

Jane A. Doe's Sample CV

CERTIFICATIONS AND LICENSES

<i>Year-Year</i>	Pharmacy Intern License No. 12345 California Board of Pharmacy
<i>Year-Year</i>	Cardiopulmonary Resuscitation, Basic Life Support For Healthcare Providers American Heart Association
<i>Year-Year</i>	APhA Pharmacy-Based Immunization Delivery UCSD Skaggs School of Pharmacy & Pharmaceutical Sciences
<i>Year-Year</i>	Research Aspects of HIPAA Certification UCSD Human Research Protections program
<i>Year-Year</i>	Protection of Human Research Subjects Certification UCSD Human Research Protections program

Suggested font and style format:

- Times New Roman or sans-serif fonts such as Arial
- 0.5 – 1 inch margins
- 10 – 12 point font
- reverse chronological order of details

Jane A. Doe's Sample CV

WORK EXPERIENCE

Month Yr-Month Yr **CVS Retail Pharmacy, Intern Pharmacist**
Carlsbad, CA

Supervisor: Ron Bogart, Pharm.D.

Responsibilities include receiving new prescriptions via phone and interpreting written prescriptions from prescribers; transferring prescriptions to and from other pharmacies; processing insurance claims and determining plan eligibility for patients; dispensing medications; counseling patients on proper medication use; providing retail and pharmacy customer service.

Month Yr-Month Yr **University of California, San Diego, Intern Pharmacist**
Medical Center – Department of Pharmacy
San Diego, California

Supervisor: Victoria Hong, Pharm.D.

Responsibilities included dispensing prescriptions, maintaining automated dispensing cabinets, answering drug information questions, assisting with pharmacokinetic analysis of therapeutic drug levels and preparing intravenous admixtures including parenteral nutrition solutions and chemotherapy.

- Consider appropriate length and format for workplace experience
 - Use bullet points whenever possible to highlight key details

Jane A. Doe's Sample CV

RESEARCH EXPERIENCE

- Month Yr-Month Yr* **T-32 NIH Clinical Research Training Grant**
Preceptor: Jan Hirsch, Ph.D., R.Ph.
- Project: Developing a Protocol for the Initial Evaluation of HIV/AIDS medication therapy management service pilot program in California.
- Month Yr-Month Yr* **California Pharmacy Student Leadership Project**
Preceptor: James Colbert, Pharm.D.
- Project: A Closer Look at a Behind the Counter Class of Drugs
- Month Yr-Month Yr* **Senior Project: Impact of the FDA Barcode Ruling on Barcode Medication**
Preceptor: Charles Daniels, Ph.D., R.Ph.
- Project: ASHP Research and Education Foundation; \$40,000 grant for student investigator at academic medical center.
- Month Yr-Month Yr* **Summer Research Project**
Preceptor: Eunice Tang, Pharm.D., BCOP
- Project: Examination of Cockcroft-Gault equation for estimation of GFR when calculating carboplatin dosing in cancer patients.

- Include specific details for each project and role you list on your CV
- It is recommended to add your preceptor's name wherever applicable

Jane A. Doe's Sample CV

ADVANCED PHARMACY PRACTICE EXPERIENCES

- Month Yr-Month Yr* **Acute Care – Medicine**
University of California, Thornton Medical Center, San Diego, CA
Preceptor: Joyce Leung, Pharm.D., BCPS
- Member of multi-disciplinary team (Medicine, Hem/Onc)
 - Analyzed pharmacokinetic data to determine optimal dosing regimen
 - Interviewed patients about home medications and provide warfarin counseling
- Month Yr-Month Yr* **Acute Care – Pediatrics**
Rady Children's Hospital, San Diego, California
Preceptor: Gale Romanowski, Pharm.D.
- Member of multi-disciplinary team (Renal/Endocrine, Pulmonary)
 - Investigated adverse drug reactions to morphine, midazolam, IVIg
- Month Yr-Month Yr* **Elective – Industry**
Biogen Idec, Incorporated; San Diego, California
Preceptor: Craig Park, PharmD.
- Created lumiliximab clinical protocol with frequently asked questions,
 - Composed Zevalin® standard response letter for consumers

- Include any scheduled future experiential education experiences

Jane A. Doe's Sample CV

First Name Middle Initial. Last Name
Curriculum vitae



Header (top left corner on every page)

Month Yr-Month Yr

Walgreens Pharmacy, Intern Pharmacist
Fullerton, California

Supervisor: John Jackson, Pharm.D.

Responsibilities included medication dispensing, prescription medication consultation, creation of a pamphlet for distribution at a hypertension screening, participation in several hypertension screenings, observation of distribution center, and teaching pharmacy calculations review sessions to pharmacy technicians

Month Yr-Month Yr

Elective – Industry

Biogen Idec, Incorporated; San Diego, California

Preceptor: Craig Park, PharmD

- Created lumiliximab clinical protocol with frequently asked questions,
- Composed Zevalin® standard response letter for consumers
- Rotated with Regulatory Affairs, Clinical Development, Medical Science Liaisons departments

Footer (bottom-right corner on every page)



Date
Page 2 of 8

- In addition to including your name in the header on each page, add the date page numbers in the footer as well

Jane A. Doe's Sample CV

TEACHING EXPERIENCE

- Month Yr-Month Yr* **APhA Immunization Certification Course Instructor**
UCSD Skaggs School of Pharmacy and Pharmaceutical Sciences
La Jolla, CA
Preceptor : Sarah Lorentz, Pharm.D.
- Instructed Injection Technique Lab for 60 student pharmacists, Class of 2014
- Month Yr-Month Yr* **Pharmacy Practice Course (SPPS 203) Lecturer**
UCSD Skaggs School of Pharmacy and Pharmaceutical Sciences
La Jolla, CA
Preceptor: Candis Morello, Pharm.D., CDE
- Prepared and presented two lectures for third quarter Pharmacy Practice which is an OTC class given to first year pharmacy students. Lectures included obesity & weight loss and home testing devices



- Include categories such as teaching experiences, research, or any other focus/interest/expertise relevant to where you are sending your CV

Jane A. Doe's Sample CV

HONORS AND AWARDS

<i>Month Yr</i>	Skaggs Family Endowed Merit-based Scholarship
<i>Month Yr</i>	Foundation Pharmacy Student Scholarship
	National Association of Chain Drug Stores (NACDS)
<i>Month Yr</i>	<u>Walmart Pharmacy 2013-2014 Scholarship</u>
<i>Month Yr</i>	<u>Soroptimist International of Vista Women's Scholarship</u>
<i>Month Yr</i>	Robert C. Johnson Scholarship
	California Pharmacists Association (CPhA), Pharmacy Foundation of California
<i>Month Yr</i>	Ralph's Grocery Company Community Scholarship Award
<i>Month Yr</i>	Skaggs Institute for Research Scholarship Award
<i>Month Yr</i>	The Skaggs Institute for Research Scholarship
<i>Month Yr</i>	<u>SDCPhA Scholarship</u>
<i>Month Yr</i>	CSHP Foundation Joseph H. Beckerman Memorial Scholarship

- Keep abbreviations in mind when listing them on your CV
- If you have not mentioned an acronym anywhere else, it is best to spell it out first before abbreviating it throughout the CV

Jane A. Doe's Sample CV

PROFESSIONAL ORGANIZATION SERVICE

- Month Yr-Month Yr* **President, California Society of Health-System Pharmacists (CSHP) UCSD chapter**
- Oversee and maintain operations within the CSHP-UCSD chapter on a national, state, and local level
 - Organize executive board, faculty advisor, and general body meetings
 - Organized and led a team to attend the Southern California Asthma Management Program
 - Accepted the 2014 CSHP Chapter of Distinction and CSHP Community Service Project Awards on behalf of CSHP-UCSD for our Poison Prevention, Asthma Education, and Tobacco Cessation projects
 - Organized executive committee and general body meetings and goal-setting retreats
 - Handled external affairs on a national, state and local level
- Month Yr-Month Yr* **President-Elect, California Society of Health-System Pharmacists (CSHP) UCSD chapter**
- Assisted the active President with maintaining operations within the CSHP-UCSD chapter Organize executive board, faculty advisor, and general body meetings
 - Developed and helped implement the Asthma Education Elective course at UCSD SSPPS
 - Implemented the Open Airways in Schools program
 - Organized executive committee and general body meetings and goal-setting retreats
 - Handled external affairs on a national, state and local level
- Month Yr-Month Yr* **P1 Liaison, American Society of Consulting Pharmacists**
- Organized and assisted with events and outreaches, communicated between exec board and P1 class
- Month Yr-Month Yr* **President, American Pharmacists Association, Academy of Student Pharmacists (APhA-ASP)**
- Organized executive committee and general body meetings and goal-setting retreats
 - Handled external affairs on a national, state and local level
- Month Yr-Month Yr* **President-Elect, (APhA-ASP)**
- Organized executive committee elections
 - Organized "Patient Counseling Competition"

- Make sure all entries on your CV are unique
- Consolidate experiences and positions as necessary

Jane A. Doe's Sample CV

OTHER LEADERSHIP POSITIONS

Month Yr-Month Yr **Class President (Class of 2008)**
Associated Student Body
UCSD Skaggs School of Pharmacy and Pharmaceutical Sciences

- Duties included being a liaison between the students and administration, planning and helping to organize the annual second year class event.

- Avoid categories that include only one item – consider incorporating these entries into another section of your CV

Jane A. Doe's Sample CV

PROFESSIONAL COMMUNITY SERVICE

- Month Yr* **Hypertension Screening Kobey's Swap Meet (San Diego, CA)**
- Checked blood pressures on 45 adults
- Month Yr* **Meet the Pharmacist Day Brown Bag (Santee, CA)**
- Counseled patients on their medications and answered questions
- Month Yr* **Heartburn Awareness Screening at County Fair (Del Mar, CA)**
- Educated patients on causes and treatment for heartburn
- Month Yr* **Operation Diabetes Screening Event (San Diego, CA)**
- Conducted risk assessments and educated participants on diabetes prevention
- Month Yr* **Operation Immunization Poster Session (San Diego, CA)**
- Month Yr* **Live Well San Diego (Screening Event, San Diego, CA)**
- Month Yr* **Poison Prevention Public Relations Committee (San Diego, CA)**
- Month Yr* **UCSD Downtown Free Clinic Pharmacy Manager (San Diego, CA)**
- Filled prescriptions counseled patients on OTC medications and interactive with other health care providers to help the working poor and homeless population

- Be prepared to discuss all experiences in detail when interviewing with potential employers or program directors

Jane A. Doe's Sample CV

PROFESSIONAL AND CLINICAL PRESENTATIONS

<i>Month Yr</i>	Advancing human and veterinary hospital protocols to decrease incidence and improve management of methicillin-resistant <i>Staphylococcus aureus</i> (MRSA) Presented at the ASHP Midyear Conference, Las Vegas, NV
<i>Month Yr</i>	Journal Club Presentation: <i>Desmoteplase</i> Student Pharmacists and Pharmacist Preceptors Citation: Reddrop CM, Moldrich RX, Beart PM, et al: Vampire bat salivary plasminogen activator (<i>desmoteplase</i>) inhibits tissue-type plasminogen activator-induced potentiation of <i>excitotoxic</i> injury. <i>Stroke</i> . 2005;36:1241-1246. University Medical Center: Thornton, La Jolla, CA
<i>Month Yr</i>	Chemo-induced and Post-surgical Nausea and Vomiting Student Pharmacists and Pharmacist Preceptors University Medical Center: Thornton, La Jolla, CA
<i>Month Yr</i>	Guest Speaker: UCSD SSPPS White Coat Ceremony Responsibilities: Addressed incoming Class of 2013, UCSD administration, and friends and family at the UCSD SSPPS White Coat Ceremony
<i>Month Yr</i>	Diabetic Ketoacidosis in Children Pharmacists, Residents and Student Pharmacists at <i>Rady's</i> Children Hospital, San Diego
<i>Month Yr</i>	Cost Effectiveness Analysis of Simvastatin versus <i>Ezetimibe</i> Faculty and Student Pharmacists at UCSD SSPPS in SPPS 209, Applied <i>Pharmacoeconomics</i>
<i>Month Yr</i>	Gout Pathophysiology and Pharmacotherapy Faculty and Student Pharmacists in Contemporary Topics in Pharmacology At UCSD SSPPS, in SPPS 218C
<i>Month Yr</i>	Soy-based Products for the Prevention of Breast Cancer Student Pharmacists in Pharmacy Practice Faculty, SPPS 202 at UCSD
<i>Month Yr</i>	Constipation Treatment & Prevention Faculty, Student Pharmacists at UCSD SSPPS, and Patients (Seniors) at Chula Vista Veterans Home Pharmacy Practice III (SPPS 203) Poster Presentation
<i>Month Yr</i>	US Government Payment for Lifestyle Drugs Student Pharmacists and Faculty Health Policy (SPPS 207)

- Consider making use of line spacing and font formatting to make it easier for the reader to get the main details from each section of your CV

Jane A. Doe's Sample CV

OTHER EXTRACURRICULAR ACTIVITIES

Month Yr

Jr. Lifeguard Instructor, La Jolla, CA

Month Yr

Rolling Reader Program, San Diego Public Library, San Diego, CA

PUBLICATIONS

Journal Articles

1. Best BM, Letendre SL, **Doe JA**, Clifford DB, Collier AC, Gelman BB, McArthur JC, McCutchan JA, Simpson DM, Grant I, Ellis R, Capparelli EV and CHARTER Group. Low atazanavir concentrations in cerebrospinal fluid. AIDS 2008 (In Press).
2. **Doe JA**, Best BM, Miller TA, Gilmer TP, Hirsch JD. Medication therapy management services in community pharmacy: a pilot program in HIV specialty pharmacies. Submitted to JAPhA (2008).
3. Palaniappan LP, **Doe, JA**, Abbasi F, Lamendola C, McLaughlin TL, Reaven GM. Lipoprotein Abnormalities Are Associated with Insulin Resistance in South Asian Indian Women. Metabolism 2007;56(7):899-904.

- Consider the order in which information is presented in your CV such as placing publications before other extracurricular activities

Jane A. Doe's Sample CV

SKILLS

- Fluent in Vietnamese, French and English
- Computer skills – Microsoft Office, ~~Stata~~ Statistical Software

REFERENCES

(Name)

(Title)

(Address)

(Phone)

- Consider whether or not you want to include references on your CV, but have them available upon request.

ACCP's CV Writing Skills Presentation

Curriculum Vitae Writing Skills

This 30-minute presentation is designed to assist students preparing their curriculum vitae. Discover key elements to include in your curriculum vitae. Hear style and formatting advice. Review sample curriculum vitae.

Note: Please download the relevant Example CV files prior to viewing the presentation.

- [Example Student CV 1](#)
- [Example Student CV 2](#)
- [Example PGY1 CV](#)
- [Example PGY2 CV](#)
- [View Presentation](#)

Access the presentation here:

<http://www.accp.com/media/stunet/cvw/cvw.html>

ACCP's On Demand CV Review Service

On Demand CV Review Service

A well written Curriculum Vitae (CV) creates a positive image to future selection committees or employers, and distinguishes you from the rest of the crowd. As questions arise in preparing your CV, and once finished, wouldn't it be helpful to have a seasoned professional review it?

ACCP student and postgraduate trainee members may submit their curriculum vitae online as a Microsoft Word document and have it randomly assigned to a volunteer ACCP member reviewer. The ACCP reviewer will provide his/her comments and/or edits using the track changes feature in Microsoft Word. Participants will receive an e-mail containing feedback from a reviewer within 14 business days. Please check the web site for updated information regarding the online service.

Please review the examples below which further illustrate the features of our online curriculum vitae review program:

- [Sample student curriculum vitae](#)
- [Sample student curriculum vitae containing reviewer comments](#)
- [Revised sample student curriculum vitae](#)

For more information on the Online Curriculum Vitae Review Service please contact Michelle Kucera, Pharm.D., BCPS as mkucera@accp.com.

[Submit CV for Review](#)

Access the service at: <http://www.accp.com/stunet/cv.aspx>

Summary of What Makes an Excellent CV

- Logical organization, details about your range of experience, and formatted for easy reading.
 - Chronicle the following in your CV:
 - **academic training** (undergrad and graduate education)
 - **professional skills** (clinical research, teaching, leadership, management experience, etc.)
 - **outcomes** (honors, awards, publications, etc.)
- Focus on examples of your training, skills, and outcomes with multiple bullet points so that future employers and program directors know exactly what you have accomplished.
- Remember: Everything on your CV is subject to discussion during your interviews.
 - When you list details about your past experiences, ensure that you are able to discuss your roles and contributions in detail.
 - Make sure all entries are accurate and honest.

What are Letters of Intent?

- A letter of intent, or cover letter, conveys your specific areas of interest to a program and also demonstrates your passion for pharmacy.
- A well-crafted letter can differentiate you from other candidates and may even be a factor in whether you move on to the interview phase of the application process.
- Think of the letter as a way to tell the story of who you are. Using a professional approach, you convey your interests, your goals, and what you hope to achieve through your residency.
- You also include personal examples of how you've gained a skill set that is unique to you. These details tell more about you as a person than your CV does on its own.

Developing a Letter of Intent

- From the program's perspective, the letter of intent is read to determine whether the candidate has:
 - relevant skills, abilities, and experience for the position
 - good written communication skills
 - goals and interests that match what the program can offer



Reference: Bauman, Jerry L. and Sims, Keri A (2012). *The ACCP Field Guide to Becoming a Standout Pharmacy Residency Candidate*. American College of Clinical Pharmacy.

Developing a Letter of Intent (Continued)

- The introductory paragraph should state the position to which you are applying, explain how you heard about the position, and indicate why you are interested
 - Detail how you learned about the program; reference the residency showcase
- The body of the letter, highlights candidate strengths, achievements, and experiences relevant to the position.
 - Use specific examples and emphasize relevant achievements from your CV
- The final paragraph should reinforce interest in the position, indicate why you may be a good fit, and thank the readers for their consideration
 - It may be helpful to indicate an interest in meeting with the program directors to learn more

More Key Points About Letters of Intent

- Your letter of intent should answer the following questions:
 - What are you interested in with this particular residency?
 - What are your professional goals?
 - How does this residency help you achieve those goals?
 - What relevant skills and experiences do you bring to the program?
- Your letter of intent should elaborate on items your CV contains
 - Tell a story; make people excited about you by helping them see your strengths, accomplishments, and potential
 - Be articulate and professional; don't exceed more than 2 pages
 - Avoid using generic phrases and clichés
 - Have the letter reviewed by an outside person
 - Convey a sense of confidence and sincerity
 - Follow application guidelines (word count, formatting, etc.)
 - Check grammar and spelling

CV Fest (P-4 Only Event)

- What: CV review with faculty and San Diego pharmacists
 - This event is co-sponsored by SDCPhA
- When: Monday, November 7, 2016 @ 7:00-9:00pm
- Where: HSEC Rooms 1, 2, and 3
- Who: Hosted by Dr. Lorentz and McBane
- Why: Get your CV reviewed!





Any questions?

slorentz@ucsd.edu

858-822-5574

UC San Diego
SKAGGS SCHOOL OF PHARMACY
AND PHARMACEUTICAL SCIENCES

References

American College of Clinical Pharmacy. *Curriculum Vitae Pearls*. Retrieved from <http://www.accp.com/stunet/cvpearls.aspx>

Bauman, Jerry L. and Sims, Keri A (2012). *The ACCP Field Guide to Becoming a Standout Pharmacy Residency Candidate*. American College of Clinical Pharmacy.

Miller, Monica L. (2013). *Getting Started in a Pharmacy Residency*. Washington, DC: American Pharmacists Association.

Ohio State University, College of Pharmacy Career Services. (2013). *Curriculum Vitae Creation*. Retrieved from https://pharmacy.osu.edu/forms/allstudents/career-services-2013/CVGuide5_31_13.pdf

Soric, Mate M. (2013). *Maximize Your Rotations: ASHP's Student Guide to IPPEs, APPEs, and Beyond*. Bethesda, MD: American Society of Health-System Pharmacists.

UC San Diego Skaggs School of Pharmacy and Pharmaceutical Sciences. (2013). *Student Curriculum Vitae Template*. Retrieved from http://pharmacy.ucsd.edu/current/docs/Student_Curriculum_Vitae_Template.pdf

UCSF Office of Career & Professional Development. Application Materials: Pharmacy. Retrieved from <http://career.ucsf.edu/pharmacy-students/internships-jobs-residency/cvs-resumes-cover-letters>