

**RIDE Readiness-Based Graduation Requirements:**  
**Resume Requirement**  
**Guidance for Implementation & Resources**  
*Revised January 2024*

## RIDE Readiness-Based Graduation Requirements: Resume Requirement Guidance and Resources

### Introduction:

The Rhode Island Department of Education (RIDE) is committed to ensuring all students have access to high-quality curriculum and instruction as essential components of a rigorous education that prepares every student for success in college and their career. On November 15, 2022, the R.I. Council on Elementary and Secondary Education approved [Readiness-Based Graduation Requirements](#) for all R.I. students. RIDE’s adoption of Readiness-Based Graduation requirements presents an opportunity for reimagining high school education in Rhode Island K-12 schools. Specifically, this has presented the opportunity to develop innovative approaches to ensure all students graduate high school ready to create their own futures and to pursue their postsecondary goals.

### Purpose of this document:

This document aims to provide guidance, answers to frequently asked questions, and resources for schools and districts implementing the new Readiness-Based Graduation Requirements, specifically as it relates to student resume completion.

### Resume Completion Graduation Requirement - Overview:

The adoption of Readiness-Based Graduation Requirements sets the expectation that every student, effective for the graduating Class of 2028, will graduate high school having completed a resume.

### Resume Requirement for Graduation – Summary Chart:

*Table 1*

Students entering 9 <sup>th</sup> Grade in 2024-25 and subsequent school years must complete:
Each graduating senior beginning with the graduating Class of 2028 will complete a resume prior to high school graduation.
<ul style="list-style-type: none"> <li><b>Note: Students are already required to complete a resume as one component of the <a href="#">Individual Learning Plan</a> scope and sequence.</b> ILP Platforms have resume modules that can be used to help students with building their resumes.</li> </ul>

### Frequently Asked Questions

#### 1. Why are students being required to complete a resume for graduation?

A resume is a vital resource for high school students to begin communicating their technical skills, academic achievements, and accomplishments such as extracurricular activities, service-learning, work-based learning, and volunteer work.

A resume is a necessary tool for all students graduating from high school, whether they intend to enter the workforce immediately upon graduation or if they are planning to enroll in college or university. Resumes are required for employment, sometimes college admissions, and scholarship opportunities. We also know that most of our students must support themselves

before graduating from college/university. It is important for all students to have the skills that are required to write a resume so that they are ready for all future endeavors. We are committed to ensuring every student will graduate with a resume that is reflective of their deep learning experiences to make sure that all our kids are prepared to create their own future upon graduation from a R.I. high school.

**2. Does this resume requirement for graduation connect to the resume requirement included in the Individual Learning Plan (ILP) scope and sequence?**

A resume is currently included in the scope and sequence for the [ILP](#) but many students are graduating still without a resume that is representative of the full depth of their accomplishments. According to [RIDE's ILP Data Dashboard](#), only 36% of graduating seniors in the Class of 2022 completed a resume.

Schools are encouraged (but are not required) to leverage their ILP processes to support students with their completion of a resume for graduation purposes. If you have a question about how your school/district is currently supporting students with meeting the resume requirement as outlined by the ILP scope and sequence, you should contact your school's ILP lead and/or school counseling department.

**3. Is there a prescribed year in which students need to complete the resume requirement?**

There is no prescribed year in which students must complete a resume for graduation. Students supported through the full [ILP Scope and Sequence](#) will begin developing a resume in their 9th grade and will finalize it in their senior year.

**4. What types of experiences, accomplishments, and/or skills should be reflected on a students' resume?**

- a. The types of experiences, accomplishments, and/or skills that RIDE recommends should be reflected on a student's resume include, but are not limited to:
  - i. Academic Experiences
    - High School GPA
    - Standardized Test Scores
    - Advanced course taking
      - Advanced Placement Credits/Test Scores
      - Dual and Concurrent Enrollment Experiences
    - Career and Technical Education
  - ii. Work Experience
    - Internships
    - Apprenticeships
    - Jobs
    - Work-Based Learning
    - Industry Credentials
  - iii. Extracurriculars

- Sports (E.g., Varsity Softball)
- Clubs (E.g., Yearbook)
- iv. Volunteer Experience
  - Community Service
  - Service-Learning
- v. Awards/Honors (I.e. Endorsements, badges)
- vi. Technical Skills
  1. E.g., Research, writing, analysis, graphic design, etc.

## Resources

1. Linked [here](#) is a sample student resume from a real R.I. high school graduate.
2. Linked [here](#) is the R.I. College Planning Center’s Formatting Tips for High School Resumes
3. Linked [here](#) is a resume template that schools can make a copy of or download to use.
4. Linked [here](#) is the ILP Scope and Sequence which outlines how a student’s resume completion may be accomplished through this existing structure. ILP Platforms have resume modules that can be used to help students with building their resumes.
5. Linked [here](#) is the RIDE School Counseling Webpage which includes resources for professional learning related to Individual Learning Plans (ILP Professional Learning Group).
  - a. Sign up [here](#) to receive the ILP Professional Learning Group newsletter
6. Linked [here](#) is a resource from the National Parent Center on Transition and Employment: *“Building a Resume: Tips for Youth with Disabilities Tips for young people with disabilities and their families on effective strategies for building the first resume”*.

If you have additional questions, or need for additional information or resources, please contact [ReimaginingHS@RIDE.RI.GOV](mailto:ReimaginingHS@RIDE.RI.GOV)