

Including Study Abroad in Your Résumé

Have people assured you that your experience abroad “looks great on a résumé”? They’re right! However, recruiters may lack study abroad experiences themselves, so it’s up to you to use your résumé to communicate the relevant knowledge, skills, and proficiencies you gained. There are three places on your résumé where you can highlight the distinctiveness of your study abroad experience:

EDUCATION

List the university where you studied in the education section of your résumé. Include location, dates, and major focus of study. Descriptors such as “intensive study abroad program” or “immersive living-learning experience” are commonly used. You may also include your ICRP and the skills and experiences it provided (as you would for a job entry). Following are four examples:

International Sustainable Development Studies Institute, Chiang Mai, Thailand Aug.–Dec. 2015
Spoke at Defiance College’s Global Summit about the effects of modernity on the environment and indigenous cultures of Thailand after completing six months of study.

Ecole Supérieure de Commerce, Clermont-Ferrand, France Aug. 2012–Mar. 2013

- Ameliorated French comprehension and conversation skills during six-month Study Abroad program
- Integrative Cultural Research Project: Intercultural Collaboration and Understanding in Sister-City Relationships.

Universidad de Extremadura, Cáceres, Spain Sept. 2012–Feb. 2013
Intensive study abroad program focusing on Spanish language, history, and culture. Increased fluency in Spanish language to proficient in oral and written communication.

University of Aberdeen, Aberdeen, Scotland 2011–2012

- Six month intensive study abroad program
- Acquired deeper cultural communication techniques through living in international community housing.

EXPERIENCE

Listing your ICRP in the experience section of your résumé allows you to describe the internship, service experience, or research project in more depth. If you volunteered or worked while abroad, include these in your experience section as well. Here are some examples:

Integrative Cultural Research Project, Cáceres, Spain Sept. 2012–Feb. 2013
Performed hands-on research about the education of the English language in various secondary school classrooms, including an English language for business and marketing class; assisted in the development and teaching of lesson plans.

Mission des Relations Internationales, Intern, Office of the Mayor, Clermont-Ferrand, France Aug.–Dec. 2012

- Assisted in the administration of sister-city projects in Anglophone countries.
- Aided in the organization of a celebration for more than 500 visiting International Students.

SKILLS

Foreign languages can either go in the description of your study abroad in the education section or in the skills section (if you have one). An example is given below:

Foreign Language: Proficient in Spanish (intermediate fluency)

Other descriptors: Novice/Familiar (beginner) Conversant (speak) Proficient/Competent (read/write) Fluent/native speaker

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