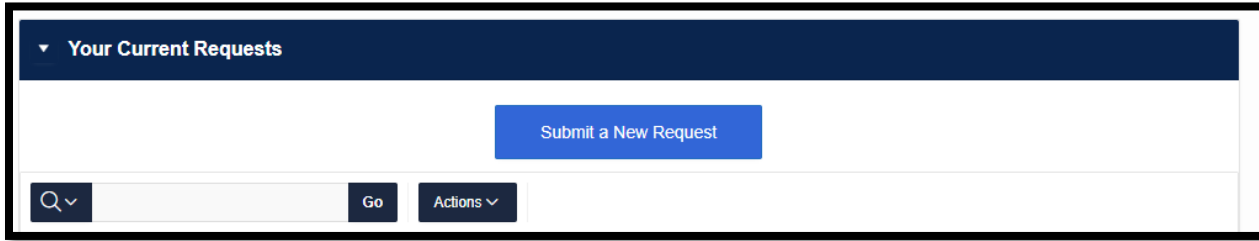


## SUBMITTING A RESUME, CV, or COVER LETTER for CRITIQUE

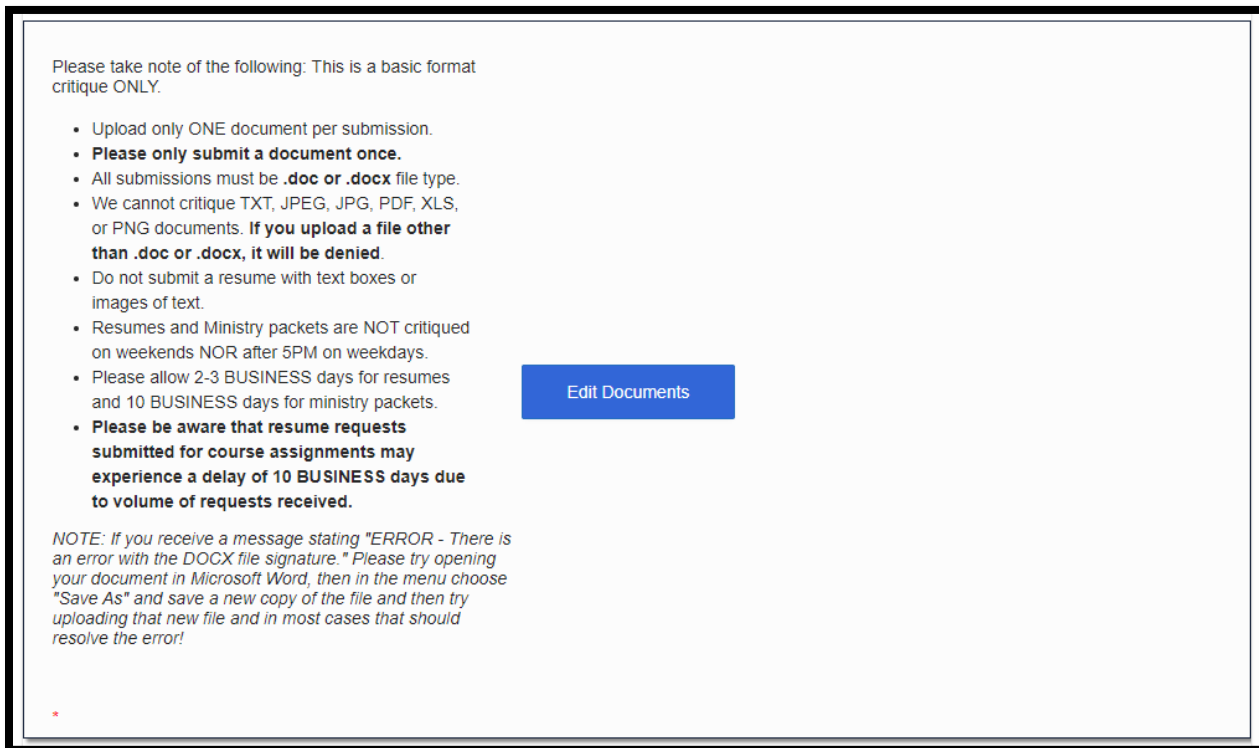
>Click 'Submit a New Request'.



>Enter the proposed job title, internship position, or class name.



>Click 'Edit Documents' to attach your document for critique.\*



Please take note of the following: This is a basic format critique ONLY.

- Upload only ONE document per submission.
- **Please only submit a document once.**
- All submissions must be **.doc or .docx** file type.
- We cannot critique TXT, JPEG, JPG, PDF, XLS, or PNG documents. **If you upload a file other than .doc or .docx, it will be denied.**
- Do not submit a resume with text boxes or images of text.
- Resumes and Ministry packets are NOT critiqued on weekends NOR after 5PM on weekdays.
- Please allow 2-3 BUSINESS days for resumes and 10 BUSINESS days for ministry packets.
- **Please be aware that resume requests submitted for course assignments may experience a delay of 10 BUSINESS days due to volume of requests received.**

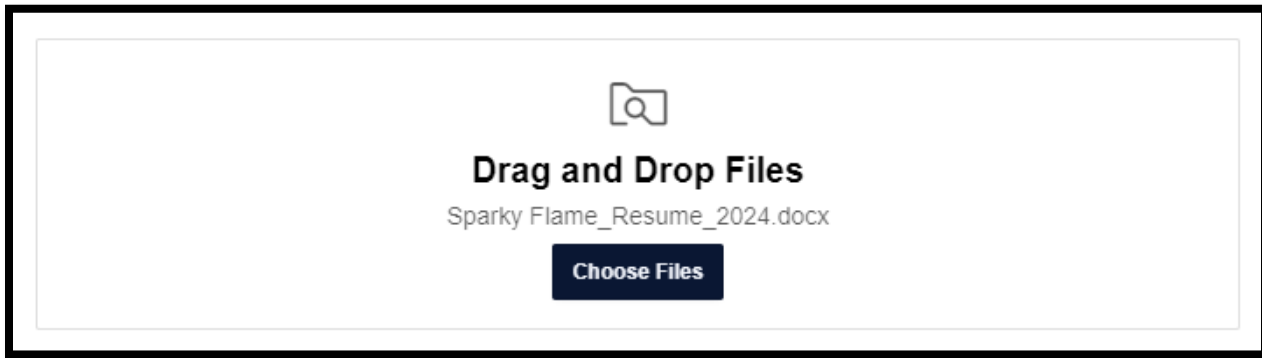
**Edit Documents**

*NOTE: If you receive a message stating "ERROR - There is an error with the DOCX file signature." Please try opening your document in Microsoft Word, then in the menu choose "Save As" and save a new copy of the file and then try uploading that new file and in most cases that should resolve the error!*

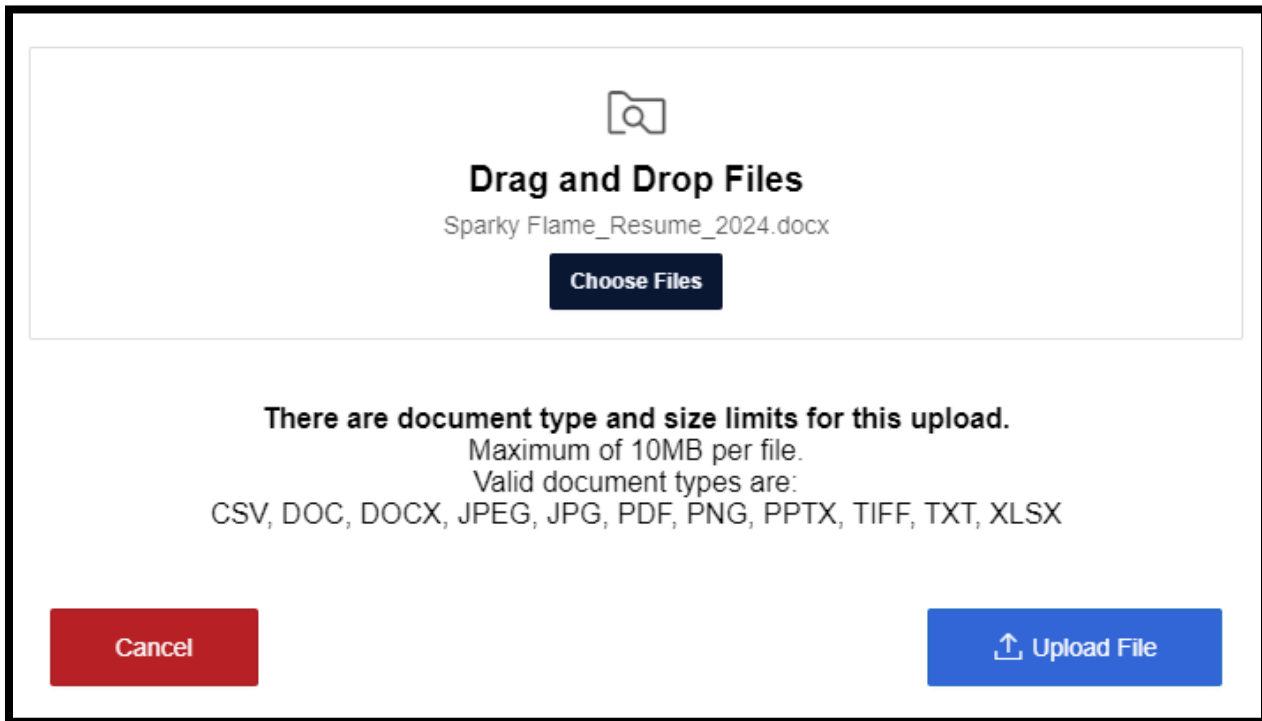
\*

**\* NOTE: Read the instructions to the left closely!**

>Drag and Drop your resume or cover letter file, **OR** click ‘Choose Files’ and select the file from your computer.



>Click ‘Upload File’ \*



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Edit Documents

File	Upload Date
Sparky Flame_Resume_2024.docx	26-SEP-2024 10:32AM



*NOTE: If you receive a message stating "ERROR - There is an error with the DOCX file signature." Please try opening your document in Microsoft Word, then in the menu choose "Save As" and save a new copy of the file and then try uploading that new file and in most cases that should resolve the error!*

***\*NOTE: While the listed document types can be uploaded, only .doc or .docx files are able to be critiqued! All other document types will be DENIED.***

- ***ONLY SUBMIT ONE DOCUMENT PER REQUEST!***
- ***DO NOT COMBINED COVER LETTER AND RESUME/CV INTO ONE FILE.***
- ***ONLY SUBMIT .DOC or .DOCX FILE TYPES.***

>Click 'Save All Answers & Submit'

Home Save All Answers & Stay Save All Answers & Submit →