

Freshman Year

- Activate your free College Central Network (CCN) account
- Visit Career Services to learn about resources, events and Seamore's Closet
- Attend career related events/workshops
- Maintain a solid GPA – GPA does matter!
- Start your professional resume
- Get involved in campus organizations/volunteer opportunities
- Talk to faculty and your Academic Advisor to discuss careers in your major
- Develop your networking skills at the Fall Career Fair
- Review your social media accounts to project a professional image
- Consider a summer internship or job in your major area

Sophomore Year

- Update your resume and CCN profile to reflect freshman experiences
- Write a cover letter template
- Continue involvement in campus organizations
- Participate in community volunteer opportunities
- Strengthen your networking skills by talking to employers at the Career Fair
- Research summer internship/job opportunities
- Attend workshops on resume/cover letter writing and interviewing strategies
- Maintain a solid GPA. Utilize the Academic Success Center for support
- Interview professionals in your area of interest
- Research graduate school programs

Junior Year

- Update your resume and CCN profile to reflect sophomore experiences
- Consider leadership role in campus organizations/volunteer opportunities
- Visit Seamore's Closet to begin building a professional wardrobe
- Participate in a summer internship in your area of interest
- Meet with your advisor to ensure you're on track for graduation
- Maintain a solid GPA
- Begin graduate school applications
- Research potential employers in your field
- Network with employers at the fall Career Fair
- Participate in a Career Services mock interview
- Create a list of professional references

Senior Year

- Update your resume to reflect junior experiences
- Have resume and cover letter reviewed by Career Services
- Confirm graduation status with your Academic Advisor
- Assume leadership role in campus organizations/volunteer opportunities
- Request references from professors and supervisors
- Strengthen your interview skills through mock interviews
- Confirm graduation status with your Academic Advisor
- Confirm graduate school admission
- Apply to open positions in your field
- Consider joining a professional organization
- Share your future plans with your Academic Advisor