

College Career Timeline - Planning for Success

FRESHMEN	SOPHOMORES	JUNIORS	SENIORS
<p><i>EXPLORE</i></p> <ul style="list-style-type: none"> ★ Complete the Focus2 self-assessment to explore your skills, interests, and values ★ Review majors offered at Stan State ★ Meet with a Career Advisor to learn about major/career options ★ Attend a Career Services workshop such as “How to Choose My Major” or “How to Write a Resume” ★ Explore the resource “What Can I Do With This Major?” on the Career website: www.custan.edu/career ★ Pursue a summer job or volunteer opportunity in a field you would like to explore ★ Learn how to begin creating your career portfolio using Portfolium ★ Review portfolios of other students on the network for inspiration and ideas ★ Reflect and focus on things you enjoy doing and your strengths 	<p><i>ENGAGE</i></p> <ul style="list-style-type: none"> ★ Meet with a Career Advisor <ul style="list-style-type: none"> – Get help if you are undecided about your major – Learn about career options that align with your major ★ Join a student organization related to your major ★ Create or revise your resume and have it critiqued ★ Gain experience and explore careers through part-time work and/or volunteering ★ Conduct informational interviews ★ Attend Career Fair, networking events, employer sessions, and workshops ★ Search through O*NET Online and the Occupational Outlook Handbook for detailed information about careers that interest you ★ Identify and strengthen existing networks in your social circle, such as family, peers, co-workers, club members and faculty 	<p><i>ENHANCE</i></p> <ul style="list-style-type: none"> ★ Meet with a Career Advisor <ul style="list-style-type: none"> – Update your resume and have it critiqued – Discuss the job and internship search process and prepare for interviews ★ Research employer and career options ★ Complete an internship or get a part time job to gain work experience and develop alternative career options ★ Connect with employers by attending Career Fair, networking events, employer sessions, and workshops ★ Continue club membership; consider taking a leadership role ★ If planning to attend graduate school <ul style="list-style-type: none"> – Identify possible areas of study – Research schools/programs and admission requirements (tests, coursework pre-requisites and financial aid options) 	<p><i>ACHIEVE</i></p> <ul style="list-style-type: none"> ★ Meet with a Career Advisor <ul style="list-style-type: none"> – Discuss the job search process and develop a plan – Learn effective interviewing techniques and schedule a mock interview ★ Attend Career Fair, networking events, employer sessions, and workshops ★ Research potential employers ★ Pursue jobs 5 – 6 months in advance of when you would like to start working ★ Complete an internship to gain additional experience and expand your professional network ★ Join a professional association related to your major ★ Update your resume ★ Request recommendation letters early from professors, advisors, and supervisors ★ If planning to attend graduate school <ul style="list-style-type: none"> – Discuss plans with professors, advisors, and/or a Career Advisor – Take admissions tests and apply for admissions