



School Career Checklist

FRESHMAN (<i>Exploring</i>)	SOPHOMORE (<i>Defining</i>)	JUNIOR (<i>Researching</i>)	SENIOR (<i>Implementing</i>)
<p>Career <i>Explore Career Areas</i> Trial & error jobs Talk with parents, friends, professors, career advisor Career Testing Identify the following:</p> <ul style="list-style-type: none"> • Past accomplishments • Skills & abilities • Career related hobbies • Personality style • Career values Attend Choosing a Major Workshop Attend Career Fairs	<p>Career <i>Collect More Information</i> Read about careers in career library Talk with professionals in several careers Make short-term goals Look for summer internship Volunteer to “shadow” a professional Day on the job Talk with career advisors Attend specific career workshops</p>	<p>Career <i>Increase Experience</i> Find Internships Make a tentative decision about a career Attend resume workshop Attend Grad School Day Do an informational interview Develop general awareness of career options in many areas Become familiar with work settings and job descriptions Do a mock interview Talk with a career counselor</p>	<p>Career First Career Choice Attend workshops on:</p> <ul style="list-style-type: none"> • Job search • Interviewing • Recruiting • Mock interviews • Applying to grad school Establish life goals Develop contact list Interview for jobs Attend Grad School Day Develop budget for job/grad school Check job listings Participate in Campus Interview Program
<p>Personal <i>Self-Understanding</i> Develop support group Take personality test Values clarification exercise Identify major fears of college life Clarifying & understanding relationship with parents</p>	<p>Personal <i>Explore New Roles</i> Enhance cultural awareness Find a mentor who can offer support Do a case study for a class</p>	<p>Personal <i>Risk Personal Openness</i> Seek out people to talk over problems Help another person with their problems Discuss some of your decisions with a mentor Test ideas through discussion groups</p>	<p>Personal <i>Make Commitments</i> Prepare for initial change in life Talk about your first year out of school Make a list of your firm decisions Write down 3 life goals</p>
<p>Academics <i>Explore the University</i> Read course catalogue See an academic advisor Meet professors Attend CLAS workshops on: Study skills, test taking, time management Explore general ed curriculum</p>	<p>Academics <i>Gain Specific Information</i> Seek academic advice from professors Focus on developing good time management skills & GPA Choose a major Develop a tentative academic plan Talk with people in your major Study abroad program</p>	<p>Academics <i>Make Initial Choices</i> Choose electives Focus on major courses Relate academics to future work plans Attend seminars which relate to major Attend relevant conferences Degree check Develop academic mentor</p>	<p>Academics <i>Long-Term Decisions</i> Grad School applications Senior project Develop an independent study Work on academic project with professor Become a tutor/TA Explore life-long learning interests</p>
<p>Social <i>Initiate Relationships</i> Join dorm or greeks Join activity or professional clubs Summer travel Nurture hobbies Develop a peer group</p>	<p>Social <i>Increase Involvement</i> Work on dorm or greek project Volunteer on student committees Apply for Call-Line Join intramural teams Host university event</p>	<p>Social <i>Exercise New Skills</i> Start a small business Run for an elected office Apply for RA or peer advisor position Be a big brother/sister Volunteer</p>	<p>Social <i>Leadership</i> Run a group Supervise a few student projects Lead a professional organization Join Jr. Chamber of Commerce Tutor high school students</p>