

**Chart a Course**

	<b>academic planning</b>	<b>career planning</b>
<p><i>Freshman Year</i> (0-29 credits)</p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Be receptive to new areas of study.</li> <li><input type="checkbox"/> Notice which classes you enjoy and in which classes you excel.</li> <li><input type="checkbox"/> Talk with your <b>Student Services advisor</b> and course instructors about career options related to classes that you find interesting.</li> <li><input type="checkbox"/> Learn about campus resources and policies by attending your <b>ORSEM</b> class regularly.</li> <li><input type="checkbox"/> Become a discerning reader and a superb writer. (Visit the <b>Reading and Writing Center</b>.)</li> <li><input type="checkbox"/> Learn new and career-related skills, such as time management. (Register for workshops sponsored by the <b>Center for Student Achievement</b>.)</li> <li><input type="checkbox"/> Attend <b>First-Year Network</b> events and <b>Major Days</b> at The Student Center.</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Visit the <b>Career Development Services Office</b>.</li> <li><input type="checkbox"/> Talk to a <b>career counselor</b> about your dreams and plans.</li> <li><input type="checkbox"/> Gather information at <b>career workshops</b> and <b>employer presentations</b>.</li> <li><input type="checkbox"/> Talk to people you admire and trust about their professions and about how they entered them.</li> <li><input type="checkbox"/> Join a <b>student organization</b> that complements your career interests.</li> <li><input type="checkbox"/> Apply for a <b>summer job</b> related to your career interests. (Begin the search as early as November.)</li> <li><input type="checkbox"/> Ask a career counselor about the value of <b>internships</b>.</li> <li><input type="checkbox"/> Attend the <b>Job Fair</b>.</li> </ul>
<p><i>Sophomore Year</i> (30-59 credits)</p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Review your academic progress with your <b>Student Services advisor</b>.</li> <li><input type="checkbox"/> If you have not declared a major, which you must do by the time you earn 60 credits, talk to your advisor and attend <b>Major Days</b> at The Student Center.</li> <li><input type="checkbox"/> Enroll in additional composition course if <b>writing</b> will be central to your career.</li> <li><input type="checkbox"/> Consider spending a semester or year abroad during your junior year. Collect information at the <b>Study Abroad</b> Office, academic departments, the library, and the Internet.</li> <li><input type="checkbox"/> Investigate grant and scholarship opportunities through academic departments and the <b>Hunter College Grants Guide</b>, available online.</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Investigate <b>internship opportunities</b> at the Career Development Services Office.</li> <li><input type="checkbox"/> Consult with a career counselor if your career interests are not coming into focus. (Vocational and <b>diagnostic testing</b> may help you identify interests and skill areas.)</li> <li><input type="checkbox"/> Become involved in student <b>activities and clubs</b> related to your career interests.</li> <li><input type="checkbox"/> Seek <b>internships, volunteer work,</b> or part-time <b>employment</b> to gain experience, skills, and information.</li> <li><input type="checkbox"/> Learn about <b>résumés</b> at the Career Development Services Office.</li> <li><input type="checkbox"/> Attend the <b>Job Fair</b>.</li> <li><input type="checkbox"/> Update your <b>career portfolio</b>.</li> </ul>

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<p style="text-align: center;"><i>Junior Year</i> (60-89 credits)</p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Declare a <b>major and minor</b> before you earn 61 credits. (You may lose your eligibility for financial aid if you do not!)</li> <li><input type="checkbox"/> Consult with a <b>major advisor</b> and develop a plan of study.</li> <li><input type="checkbox"/> Review your final General Education Requirements (GER) with your <b>Student Services advisor</b>.</li> <li><input type="checkbox"/> Attend workshops about <b>graduate and professional school studies</b> and internships.</li> <li><input type="checkbox"/> Collect information about <b>postgraduate grants and scholarships</b>.</li> <li><input type="checkbox"/> Plan your final undergraduate year.</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Attend group presentations by <b>private companies and state agencies</b> to learn about available positions.</li> <li><input type="checkbox"/> Arrange, with the help of your major department or Career Development Services, for an <b>internship or practicum</b>.</li> <li><input type="checkbox"/> Attend events sponsored by Career Development Services.</li> <li><input type="checkbox"/> Interview individuals working in the career area you intend to pursue.</li> <li><input type="checkbox"/> Learn more about <b>job search, résumé writing, and interviewing skills</b> from Career Development Services.</li> <li><input type="checkbox"/> Apply for a <b>summer job</b> related to your career interests. (Begin the search as early as November.)</li> <li><input type="checkbox"/> Request letters of recommendation from faculty in support of your application for teaching, graduate school, or employment.</li> <li><input type="checkbox"/> Attend the <b>Job Fair</b>.</li> </ul>
<p style="text-align: center;"><i>Senior Year</i> (90-120 credits)</p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Review your degree progress, and arrange for your <b>Graduation Audit</b> in September.</li> <li><input type="checkbox"/> Consult with your <b>major advisor</b> about your progress during the fall semester.</li> <li><input type="checkbox"/> Keep studying!</li> <li><input type="checkbox"/> Apply for graduation, and attend <b>Senior Salute</b>.</li> <li><input type="checkbox"/> Attend <b>Commencement</b>.</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Prepare your <b>résumé and cover letter</b>. If you need help, visit the Career Development Services Office.</li> <li><input type="checkbox"/> Practice your <b>interview skills</b>.</li> <li><input type="checkbox"/> Check current <b>job listings</b> and the campus job interviews schedule.</li> <li><input type="checkbox"/> Schedule <b>on- and off-campus interviews</b>.</li> <li><input type="checkbox"/> Tell everyone you are seeking employment.</li> </ul>