

YEAR ONE: INVESTIGATE

CONNECTION (ON CAMPUS)

- Join an on-campus **club** or **organization**. This is a great way to meet other UND students and discover your interests! (And it looks great on a resume.)
- Connect with an Identity Based **Community**.
- Your summer job prospects just got easier! Check out opportunities on **Handshake**. (The earlier the better: April and May might be too late to start looking.)
- We all have mental health - check out this resource. **Mental health is health. UND Counseling Center Self-Help Assessment.**

STRENGTHS & INTERESTS

- Work with **Academic & Career Exploration** (ACE) to help you choose or change your major, articulate your knowledge and experience to employers, and ultimately find a career that excites you.
- Take the **Focus 2** assessment. Focus2 is a software system that can help you explore majors and careers based on your skills and interests.

WORK/VOLUNTEER ON CAMPUS

- Work** on campus.
- Get involved in an on campus **organization**.

MAJORS & CAREERS

- Attend a **UND Career Services sponsored event**.
- Complete your **Handshake** profile.
- Speak with your faculty and **Career Services** about majors and job opportunities.
- Explore a variety of courses and subjects to better understand your current interests and maybe add some new ones.
- Draft a college level **resume** with the help of **Career Services**.

YEAR TWO: EXPERIENCE

COMMIT TO YOUR STUDIES

- Meet with your primary **Academic Advisor** to create a plan for completing a degree.
- Learning Services** provides tutoring, academic coaching, and resources to assist students in defining and developing strategies to reach their full potential. **Set up an appointment.**
- Improve your writing skills with the **Writing Center**. This is important. Most employers are looking for somebody to be able to communicate on paper properly.
- Start looking at **graduate schools** - if relevant.
- Consider **studying abroad**. Regardless of your major, UND offers programs and opportunities for you.

CAREER AWARENESS

- Learn and practice **professional etiquette**.
- Attend employer information sessions, panels and **workshops**.
- Connect with Alumni through **LinkedIn** and/or **UND Alumni**.
- Update your resume with help from **Career Services** – and learn how to write a cover letter.
- Practice your **interview skills** with Career Services.
- Participate in a **career expo**.

ENGAGE IN LEARNING

- International students: talk to the International Center if you have questions about **OPT & CPT**.
- Learn by doing: **Leadership Academy**.

YEAR THREE: FOCUS

EXCEL ACADEMICALLY

- Confirm your remaining degree requirements with your primary Academic Advisor.
- Do you think that Graduate School is in your future? This is a great **article** – discuss the next steps with your primary Academic Advisor.
- Prepare to take the **GRE, LSAT, GMAT, or MCAT** if you plan on attending graduate school.

CULTIVATE PROFESSIONAL IDENTITY

- Take advantage of the opportunities for experimental learning: research, teaching assistantship, practicum or an **internship**.
- Create and customize your **cover letter & resume**. Not sure why it should be customized? Meet with **Career Services** to learn why.
- Interviewing can be nerve racking. Career services can help. Schedule an appointment.
- Build **intercultural** fluency and communications skills across a range of communities and cultures. This is a skill that is highly sought after by employers.

PREPARE FOR YOUR SEARCH

- Visit with **Career Services** to create a focused plan that will help you find and apply for jobs after graduation.
- Update resume, cover letter, **Handshake**, and LinkedIn profile to include internship, leader, co-op, volunteering, and service-learning experiences.
- Practice **interviewing** at Career Services.

YEAR FOUR: **ACHIEVE**

FINISH STRONG

- Keep up with your coursework.
- Apply for **GRADUATION**.
- Step into leadership positions. Remember those clubs that you joined freshman year? Now is the time to step up and take charge (if you haven't done so yet).
- Ask for LinkedIn Advice OR watch **Rock Your LinkedIn Profile**.

EXPAND YOUR CAREER CONNECTIONS

- Join a professional association.
- Attend an industry event or conference to cultivate your network.
- Connect with Alumni (LinkedIn, **UND Alumni**) or participate in job shadowing.

IMPLEMENT YOUR SEARCH

- Talk with **Career Services** about job search strategies and timelines.
- Participate in a **career expo**.
- Continue refining your **professional etiquette** skills to land the big job.
- Hone your **elevator speech, cover letter & resume**.