

## 4-Year Plan

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Our adapted 4-year plan offers a sample of recommended actions to take during college toward a fulfilling career:

### Freshman and Sophomore Year

- **Learn about yourself** by completing self-assessment exercises.
- Explore the World of Work and identify some possible careers to explore in depth.  
*Attend career fairs*  
*Talk with people about their jobs*  
*Browse job postings*  
*Gain experience through volunteer work or by working at a job*
- **Discover resources available on campus to help you plan your career.**
- Choose a major at the end of your sophomore year. *If you are considering a major in Business, Engineering, or Nursing, you will want to consider choosing these areas within your first year. Note that some of these Professional Programs will take longer than four years to complete.*
- Start thinking about internship possibilities.

### Junior Year

- **Narrow career choices** and make tentative career decisions.
- Explore two or three promising career alternatives in depth.
- **Gain additional experience** (internship or volunteer position related to career of interest)
- Review and adjust academic plan to prepare for career choices.
- Take necessary courses to complete your major.
- Gather information about potential employers and positions.
- Research graduate and professional programs if additional education is necessary.
- Register and prepare for any required graduate examination (GRE, LSAT, MCAT).
- Draft initial resume and practice writing cover letters.
- **Finalize academic plans** making sure you have met all requirements.

### Senior Year

- Target specific jobs based on your career interests.
- Complete graduate exams.
- Complete internships.
- Develop effective interviewing skills.
- Revise and critique resume and cover letters.
- Obtain letters of reference (at least three) from faculty and employers.
- **Attend on-campus recruiting activities and job fairs.**
- **Make full use of resources found in the career center (employer directories, job postings, etc.).**
- Network with people you know for job leads.
- Begin job search recognizing that it takes patience and determination.
- Complete graduate school application materials.

