

Switch to Prepared

College Checklist

Freshman year



MEET WITH PROFESSORS AND ADVISORS



- Get to know the faculty who will assist in your academic journey

CREATE 4-YEAR PLAN



- To graduate in four years, you typically need to take approximately 15 credit hours each fall and spring semester.
Tip: The number of credits in which you are enrolled will directly affect the amount of financial aid received

ENGAGE WITH CAREER SERVICES



- Take personality and career assessments

GET INVOLVED IN STUDENT ACTIVITIES AND DISCOVER ACADEMIC RESOURCES



- Student activities are a great way to get involved, providing a break from the stress of classes and adding a recreational element to your education

FILL OUT YOUR FAFSA FOR NEXT YEAR



- Fill out as early as October 1 and as late as June 30, but keep in mind that this federal money first come, first serve

CONSIDER SUMMER COURSES AT A LOCAL JUNIOR COLLEGE



- Over a span of 4 years, the additional credit hours could add up, saving you time and money

Sophomore year

APPLY FOR INTERNSHIP OR OTHER LEARNING OPPORTUNITIES



- Complete first internship in field of choice (summer or during the school year) or consider study abroad options

START PLANNING YOUR CAREER



- Set up meaningful job shadow and volunteer opportunities

CONTINUE INVOLVEMENT IN STUDENT ACTIVITIES



- Gather your test scores, awards, important courses and Activity Log to develop a resume that can be used for applications to schools and scholarships

FILL OUT YOUR FAFSA FOR NEXT YEAR



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Junior year



APPLY FOR INTERNSHIP OPPORTUNITIES



- Complete second internship in field of choice (summer or during the school year)

STRENGTHEN LEADERSHIP SKILLS



- Take on leadership responsibilities in student activities

BUILD CONNECTIONS



- Establish relationships with professors and staff who can serve as a reference

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Senior year

POLISH RESUME AND COVER LETTER



- A compelling resume highlights the knowledge, skills and accomplishments you've gained that match what the employer seeks

SET UP MOCK INTERVIEWS



- This is to provide you with an opportunity to practice your interviewing skills in an environment similar to an actual interview

ATTEND CAREER FAIRS



- Attending a career fair allows you to network with other job seekers who may know of companies that are hiring for individuals with your skill set

BE PROACTIVE ABOUT POST-GRADUATION



- Interview for jobs in field of choice or apply to graduate school

DEVELOP A PLAN TO REPAY LOANS



- Consider options to decrease what you owe through [loan forgiveness](#) or [debt consolidation](#)