FOUR YEAR CAREER PLAN

First Year

- MEET regularly with your Academic Adviser
- COMPLETE a self-assessment inventory in Career Exploration that will provide majors and careers that fit your interests, skills, values, and personality
- SPEAK with departments across campus about academic majors, minors, and concentrations and review their academic requirements at programsofstudy.appstate.edu
- VISUALIZE and plan coursework for each semester at fouryearguides.appstate.edu
- ATTEND Career Development Center events and fairs
- EXPLORE related career titles, internships, and employers for AppState majors at careerexploration.appstate.edu/careers-in-my-major
- RESEARCH career titles and industry information via Handshake and O*Net Online at onetonline.org
- IDENTIFY part-time jobs on & off campus with Handshake
- GATHER information on course requirements at appstate.edu/academics/majors
- JOIN a club and/or organization related to your major and interests and attend Club Expo
- IDENTIFY local volunteer opportunities that are related to your interests via volunteer.appstate.edu
- APPLY for Financial Aid and find out how to manage loan debt at financialaid.appstate.edu

Second Year

- MEET regularly with your Academic Adviser
- TAKE additional self-assessments to explore majors and careers if you are undeclared
- SCHEDULE an appointment with your Career Counselor via Handshake to develop your collegiate resume and discuss internship opportunities
- UTILIZE Handshake to research internships
- CREATE a LinkedIn profile and network with students, alumni, & professionals with similar professional interests
- COMPLETE informational interviews and job shadowing with professionals in your field of interest
- PURSUE summer volunteer, work & internship opportunities
- ATTEND Career Development Center career fairs and events to learn about different fields and apply for jobs and/or internships
- EXPLORE student research opportunities once you declare your major at osr.appstate.edu

EXPLORER • BUILD • PURSUE

John E. Thomas Hall, 369
828-262-2180
careercenter@appstate.edu

appstatecareercenter
@appcareercenter
@appprostatecareers
FOUR YEAR CAREER PLAN

Third Year

☐ WORK with your Career Counselor to update/refine your resume and for internship application assistance
☐ BUILD and develop your professional portfolio via A-portfolio at aportfolio.appstate.edu
☐ UTILIZE internships.appstate.edu for resources in finding and applying for internships
☐ SEEK student research opportunities at osr.appstate.edu
☐ TAKE on leadership roles within clubs and organizations and join regional or national professional organizations
☐ ATTEND Career Development Center events and fairs
☐ DETERMINE if graduate or professional school would be beneficial to your long term goals
☐ PRACTICE your elevator speech
☐ DEVELOP professional networking skills and wardrobe
☐ UPDATE your LinkedIn profile to enhance your professional image and connect with employers, colleagues, campus/community leaders, and mentors
☐ APPLY for Financial Aid at fafsa.gov and check nslds.ed.gov to track your current total student loan debt

Final Year

☐ SCHEDULE an appointment with your Career Counselor via Handshake to discuss your post-graduation plans
☐ UPDATE resume to include professional organizations, internship, volunteer, leadership, and work experiences
☐ COMPLETE a practice interview at careers.appstate.edu or in person with employers, and/or Career Counselors
☐ ATTEND Career Development Center events and fairs
☐ RESEARCH company and organization information for your field via Handshake and onetonline.org
☐ ATTEND an AppState, regional, or national professional organization workshop and/or conference
☐ PRESENT and/or publish student research at osr.appstate.edu/present-publish
☐ UTILIZE Handshake to sign up for on-campus interviews, search for jobs, and learn about employers
☐ FOLLOW up with employers/interviewers and always send a thank you letter for their time and consideration
☐ IDENTIFY a list of references or professional contacts
☐ TAKE a graduate school admissions test, write a personal statement, and complete applications
☐ COMPLETE Financial Awareness Counseling and Exit Counseling at studentloans.gov

EXPLORE • BUILD • PURSUE

John E. Thomas Hall, 369
828-262-2180
careercenter@appstate.edu

Facebook: appstatecareercenter
Twitter: @appcareercenter
Instagram: @appstatecareers