

Fourth Year: A Year of Decision-Making
Career Planning Guide Checklist

<p>Complete Academic Requirements</p> <ul style="list-style-type: none"> <input type="checkbox"/> Pursue academic success and complete your senior research project/paper <input type="checkbox"/> Confirm your remaining degree requirements early 	<ul style="list-style-type: none"> <input type="checkbox"/> _____ <input type="checkbox"/> _____
<p>Gain Career-Related Experience and Develop Your Professional Identity</p> <ul style="list-style-type: none"> <input type="checkbox"/> Join professional associations in your career field <input type="checkbox"/> Attend and present at conferences or events <input type="checkbox"/> Obtain career-related experience through a part-time job, internship or research experience 	<ul style="list-style-type: none"> <input type="checkbox"/> _____ <input type="checkbox"/> _____
<p>Finalize Graduate and Professional School Plans</p> <ul style="list-style-type: none"> <input type="checkbox"/> Complete graduate school application process <ul style="list-style-type: none"> • Application forms • Register and complete admission exams • Personal statements and admissions essays • Request and obtain faculty recommendations • Participate in a mock interview with the Career Center • Apply for graduate assistantships and financial aid <input type="checkbox"/> Accept Graduate school offer <input type="checkbox"/> Attend the "Grad Finale" in April and pick up your cap & gown!! 	<ul style="list-style-type: none"> <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____
<p>Implement Your Job Search and Secure a Position</p> <ul style="list-style-type: none"> <input type="checkbox"/> Develop a job search strategy <ul style="list-style-type: none"> • Meet with a Career Counselor or a mentor • Customize your resume & cover letter for each position • Finalize your profile in the Luther Handshake system and on LinkedIn <input type="checkbox"/> Identify and research potential employers, companies, and organizations and the opportunities they offer <input type="checkbox"/> Participate in: <ul style="list-style-type: none"> • Fall and Spring Career Fairs • On-campus recruiting • Recruiting events hosted by the Iowa College Recruiting Network (ICoRN) <input type="checkbox"/> Actively review the Luther Handshake system for job openings <input type="checkbox"/> Invest a little time each day to your job search. <input type="checkbox"/> Prepare your 30 second introduction for networking situations <input type="checkbox"/> Practice interviewing with a mock interview <input type="checkbox"/> Apply for positions, interview and follow-up with employers <input type="checkbox"/> Accept a position <input type="checkbox"/> Attend the "Grad Finale" in April and pick up your cap & gown!! 	<ul style="list-style-type: none"> <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____