

Four Year Action Plan

Freshman Year

- Schedule an appointment with a career counselor to explore academic majors/minors offered at HPU and related career fields
- Log on to HPU's **PantherLink** and set up your profile
- Discuss with your career counselor taking career and/or personality self-assessments (Focus 2, Campbell Interest & Skills Survey, Myers-Briggs) to clarify your areas of interest
- Participate in campus and community activities to enhance your leadership skills and further define your interests
- Focus on academics and building a strong GPA
- Create a resume using our online Resume Guide
- Pay close attention to what you post on social media sites and realize that what you post NOW can cause you problems LATER
- During the summer, look for opportunities to volunteer, job shadow, or intern in addition to working at a typical summer job

Sophomore Year

- Learn about YOU through informational interviewing/job shadowing - contact people you know who work in fields you are considering
- Determine your major with a realistic understanding of how it relates to career opportunities; meet with your career counselor for further clarification if needed
- Join campus clubs/organizations and professional associations that will connect you with students who have similar interests
- Strengthen/update your resume and have it reviewed by your career counselor
- Research possible internship opportunities through the **PantherLink** network
- Plan early for your summer - seek out an internship, volunteer experience or paid job that will help you continue to explore areas of career interest
- Research and plan ahead for a junior year fall or spring internship

Junior Year

- Establish a LinkedIn profile and start to selectively add connections; clean-up social media sites from your earlier college days if you have not yet done so
- Research internship opportunities and determine if a for-credit internship fits into your course schedule; remember that internships do not necessarily have to be done for academic credit
- Continue to conduct informational interviews
- Update your profile and search for internships using **PantherLink**
- Meet with your career counselor to update your resume, create an effective cover letter, and practice for interviews
- Attend career fairs and related events to see what organizations are growing and actively recruiting college graduates
- Research graduate and professional schools early if you are considering pursuing an advanced degree after graduation; become familiar with application timelines and admissions tests
- Finalize plans for summer internship; complete paperwork if doing for credit

Senior Year

- Schedule an appointment early in the year with your career counselor to develop a job-search action plan and timetable
- Google yourself to find out what potential employers can see online
- Polish your resume and create targeted cover letters; be aware that you will need to tweak both documents for each opportunity
- Strengthen your presence on LinkedIn!
 - Join the LinkedIn High Point University Alumni group (**seniors only**)
 - Attend a workshop or make an appointment to learn how to improve your profile
 - Maximize the power of connecting with people who may be helpful as you transition out of college and into the next phase of your journey
- Continue to pursue all possible networking opportunities
- Request a mock interview appointment with your career counselor to practice answering challenging interview questions
- Search for opportunities through **PantherLink** and other online resources
- Apply to graduate school if that is your path; pay close attention to all deadlines