Senior Year Resources

Provided by the Academic Advising Center
Congratulations, Welcome to Senior Year!

It’s important in your last year to review and think about:

- Queens College degree requirements via DegreeWorks
- Important dates, deadlines, and procedures for graduation
- Services offered by the Center for Career Engagement and Internships
- The process of applying to graduate / professional schools
SECTION 1

Queens College Degree Requirements
QC Bachelor’s Degree

Have you completed the following:

- Minimum of 120 credits (Transfer students must complete minimum of 45 credits in residency)
- All your Pathways General Education Requirements
- One major
- Minimum 2.0 Grade Point Average

For more information on degree requirements, visit our website.
Double check your degree requirements

**DegreeWorks**: Your academic planning tool via your [CUNY Portal Account](#)

Review your CUNYfirst Student Advisement Degree Audit before meeting with an advisor.
Meet with your advisor(s)

**Meet with an Academic Advisor**

- To review general education requirements
- Schedule a virtual appointment via the [Navigate App](#)

**Meet with your major / minor advisor(s)**

- To review major(s) / minor(s) requirements
- Please check department websites for virtual office hours
Section 2

Important dates, deadlines, and procedures for graduation
Applying for Graduation

**STUDENTS MUST FILE FOR GRADUATION ONLINE VIA CUNYfirst!**

- November 1 (Last day to file for Fall 2020 graduation)
- January 1 (Last day to file for Winter 2021 graduation)
- March 1 (Last day to file for Spring 2021 graduation)
Graduation Application

For step by step instructions on how to submit your application, visit our [website](#).

Before submitting your application, double check your information!
The Degree Audit Process

- **Step 1:** You initiate the process by filing for graduation online via your CUNYfirst account on or before the **deadline**.

- **Step 2:** The QC Hub/Records Management area is responsible for reviewing and certifying completion of the college’s general education requirements (see **Degree Requirements**). Your major/minor department is responsible for checking that you are about to complete or have completed your major/minor requirements. **Once the degree audit has been conducted, students will be notified via their Qmail email account only if there is a problem.**

- **Step 3:** After grades have been posted on students' transcripts and the college’s grading process is complete, the QC Hub/Records Management area will conduct the final degree audit and post the graduation notation in CUNYfirst for students who have completed the college’s degree requirements.

- **Step 4:** Approximately three months after graduation, your diploma will be mailed to you. Only students who have met all requirements for graduation will be conferred. For a list of conferral dates and processing times, please visit the QC Hub/Records Management website.

For more information regarding the degree audit process, please visit the QC Hub/Records Management website.
Graduating with Honors

In order to graduate with General College Honors, you must obtain an overall GPA of 3.5 or above.

- **Summa Cum Laude**: 3.90-4.00
- **Magna Cum Laude**: 3.75-3.89
- **Cum Laude**: 3.50-3.74

- All letter-quality grades are counted (ie: A, B, C, D)

- For transfer students: You must complete minimum 45 credits at QC and have a 3.5 GPA or higher in your prior academic history

- P/NC grade(s) not counted toward 45 credits

**Departmental Honors**
Check academic departments for specific requirements

For more information regarding graduating with honors, please visit the [Office of Honors and Scholarships](#) website.
Section 3

Services offered by the Center for Career Engagement and Internships
Applying for Jobs

Visit the Center for Career Engagement and Internships

- Have your resume/CV/portfolio reviewed
- Learn how to develop your “elevator pitch”
- Attend virtual workshops and events on Interviewing Skills and Job Search
- Sign up for CCEI Jobs Database (HIREQC)
- Plan to meet with a Career Counselor to discuss career options

To learn more about the CCEI services, visit the Center’s website.
Sample Job Websites and Resources

Office of Career Development and Internships: www.qc.cuny.edu/career


Neuvoo: www.neuvoo.com

Buzzfile: www.buzzfile.com

O-Net: www.onetonline.org

Department of Labor: www.labor.ny.gov/stats/

Indeed: www.indeed.com

For additional resources, visit CCEI.
Section 4

Applying to graduate / professional schools
Applying to Graduate School

Start your research with the below search engines:
- Gradschool.com
- Peterson’s
- The Princeton Review

Find out what CUNY has to offer
- Cuny.edu/grad
(Virtual events are held via ZOOM)

Speak with Professors / Career Counselors / Advisors
Breakdown of Application

Most graduate / professional school applications will want the following:

✓ Transcript(s): Most programs are looking for a minimum cumulative GPA of 3.0
✓ Resume
✓ Admission test scores
✓ Statement of purpose
✓ Letters of recommendation (usually 3)
Not there yet?

What if you don’t meet all the admissions criteria?

Consider the following:

- Speak with an admissions counselor at the graduate school
- Take a course as a non-matriculated student
- Do a second BA
- Look into volunteer opportunities
- Complete pre-requisites at the undergraduate level
- Retake courses for a better grade
- Get work experience
Most Common Graduate Admissions Tests

- **Graduate Record Examination (GRE)** - Tests verbal, quantitative, and analytical abilities. Test is given year round. [www.ets.org](http://www.ets.org)

- **Graduate Record Examination (GRE Subject Tests)** - The GRE subject tests assesses your knowledge of a specific area of study. [www.ets.org](http://www.ets.org)

- **Graduate Management Admission Test (GMAT)** - Measures verbal, quantitative, and analytical reasoning. This exam is tailored to the needs of business schools. [www.mba.com](http://www.mba.com)

- **Law School Admission Test (LSAT)** - Examines reading, writing, and logical reasoning. This exam is taken by prospective law students. [www.lsac.org](http://www.lsac.org)

- **Medical College Admissions Test (MCAT)** - Evaluates fluency in the sciences. This exam is taken by prospective medical students. [www.aamc.org](http://www.aamc.org)
FREE Practice Exam

Want to know where you stand?

Schedule a FREE Practice Test and Sign up for FREE workshops!

Kaplan Test Prep offers FREE resources each semester

Visit: www.kaptest.com
Enter test name, Under “More”, Select “Free Events”
Statement of Purpose

Your statement of purpose (aka personal statement) will tell admissions counselors who you are!

✓ Make sure you answer the question(s)
  ✓ Be honest
✓ Proofread, Proofread, Proofread
  ✓ Read it forward for flow and check grammar
  ✓ Read it backwards (word by word) for spelling
✓ Have someone review it
  ✓ Get feedback from a professor, career counselor, or advisor

Helpful website: www.statementofpurpose.com
Most graduate / professional programs require 3 letters of recommendation:

- Identify faculty members, administrators, or employers with whom you have become acquainted through classes, extracurricular activities, or jobs.
- Provide recommenders with a copy of your personal statement and resume.
- Give recommenders an appropriate amount of time and materials with clear instructions.

Skills and characteristics graduate / professional schools are interested in include:

- quality of academic work
- intellectual curiosity/future intellectual promise
- integrity/honesty
- social skills
- maturity
- communication skills - written and oral
Keep your eyes on the prize!

YOU’RE ALMOST THERE!
Questions???

Contact Ms. Jamie Guo Feng Lau
Assistant Director of Junior/Senior and Transitioning Services
Email: Guofeng.Lau@qc.cuny.edu or Advising@qc.cuny.edu