THE ACADEMIC ADVISING CENTER

SENIOR YEAR CHECKLIST

Below is a guide to help you navigate through Senior Year. These steps are not required, but it is strongly suggested that you follow the checklist as closely as possible.

☐ Meet with an academic advisor in the Academic Advising Center (Kiely Hall 217) AND your major advisor to make sure you are on track to graduate.

☐ Research requirements and timelines for graduate or professional school, if applicable.

☐ Prepare to take admission tests or retest, if applicable. Review for MCAT, LSAT, GMAT, or GRE, if applicable.

☐ Approach professors for letters of recommendation; add to/update letters already collected.

☐ Visit the Center for Career Engagement and Internships (Frese Hall 213). They offer workshops on resume writing, interviewing skills, and job search strategies.

☐ Attend the Queens College Career Fairs. Check for dates, times, and companies participating at CEI website.

☐ Register with CEI (Frese Hall 213) to participate in campus recruitment. Companies come on campus to interview you for positions! Look and do your best!

☐ Apply for graduation through CUNYfirst. Deadlines: Spring: March 1st, Summer: July 1st, Fall: November 1st.

*For students graduating by the end of summer and wishing to participate in commencement ceremony, they must file for graduation by April 1st.

☐ Join professional associations to network and learn from professionals in your field of interest. Most associations offer a deep discount for student membership.

☐ Schedule a mock interview with CEI (Frese Hall 213). This will help you prepare for graduate school and job interviews.

☐ Begin or continue to participate in service-learning opportunities. It is a great way to enhance your resume and graduate school applications.

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