



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.