

Senior Year Resources

Provided by the Academic Advising Center



Make An Appointment



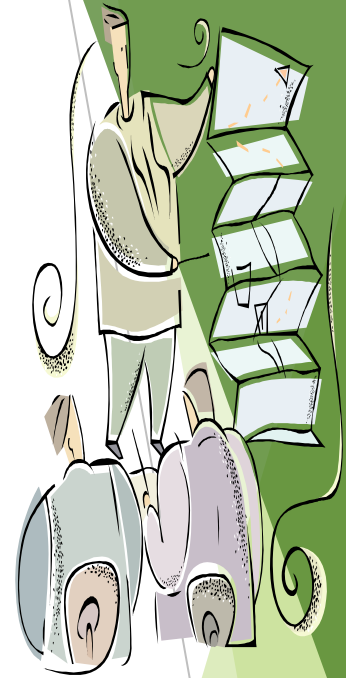
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Congratulations, Welcome to Senior Year!

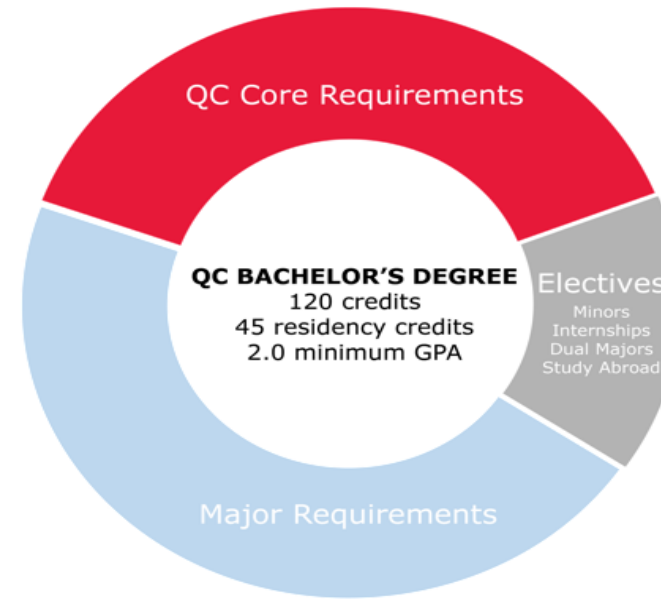
It's important in your last year to review and think about:

- ✓ 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

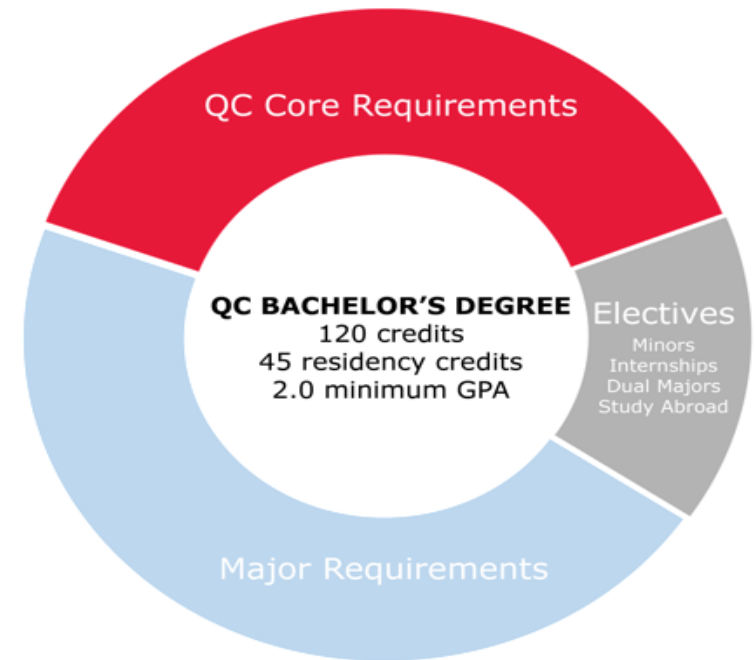
Queens College Degree Requirements



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.

The screenshot displays the CUNY DegreeWorks interface. At the top left is the Queens College logo. To the right are navigation buttons: CUNYfirst, Q & A, Print, and Log Out. Below these is a search bar with fields for Student ID, Name (Felix T. Gato), Degree (BS), Major (Environ Sci:Geology- BS), School (U), Level (UFRESH), and Last Audit (Today). A menu bar includes Audit, History, What If, Planner, GPA Calc, and Look Ahead. The main content area shows a 'Detailed Advice' section for student Felix T. Gato, ID *****153, with a current GPA of 0.000. It lists the degree as Bachelor of Science, Undergraduate level, UFRESH, with no stops or repeat counts. A summary box indicates that 120 credits are required, 22 have been applied, and 98 are still needed. It also notes that a minimum of 45 credits must be taken in residence, with 30 of the last 64 credits also in residence. At the bottom, there are checkboxes for 'GPA Requirement' and 'CUNY Skills Assessment Requirements', both marked as 'Still Needed'.

Legend

- ☒ Complete
- ☒ Complete except for classes in-progress
- ☐ Not Complete
- ☒ Nearly complete - see advisor
- ☐ Transfer Class
- ☐ Any course number

Detailed Advice AF637751 as of 12/07/10 19:48

Student	Gato, Felix T.	School	Undergraduate	Major	Environ Sci:Geology- BS
ID	*****153	Degree	Bachelor of Science	Major	
Advisor		Level	UFRESH	Major	
Cum GPA	0.000	Stops	JN-JN	Minor	
Program Codes		Repeat Count		Minor	

■ Degree: Bachelor of Science

Catalog Year: 2005-2006 Undergrad **Credits Required :** 120
GPA: 0.000 **Credits Applied :** 22

120 credits are required. You currently have 22, inclusive of classes in progress. You still need 98 more.

Unmet conditions for this set of requirements:
A minimum of 45 credits must be taken in residence.
30 credits out of the last 64 credits must be taken in residence
Minimum classes unsatisfied

☐ **GPA Requirement** **Still Needed** A 2.00 GPA is required for graduation.

☐ **CUNY Skills Assessment Requirements** **Still Needed** See block: CUNY Skills Assessment Requirements

Meet with your advisor(s)

Meet with an Academic Advisor

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

Meet with your major / minor advisor(s)

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



Section 2

Important dates, deadlines, and procedures for graduation



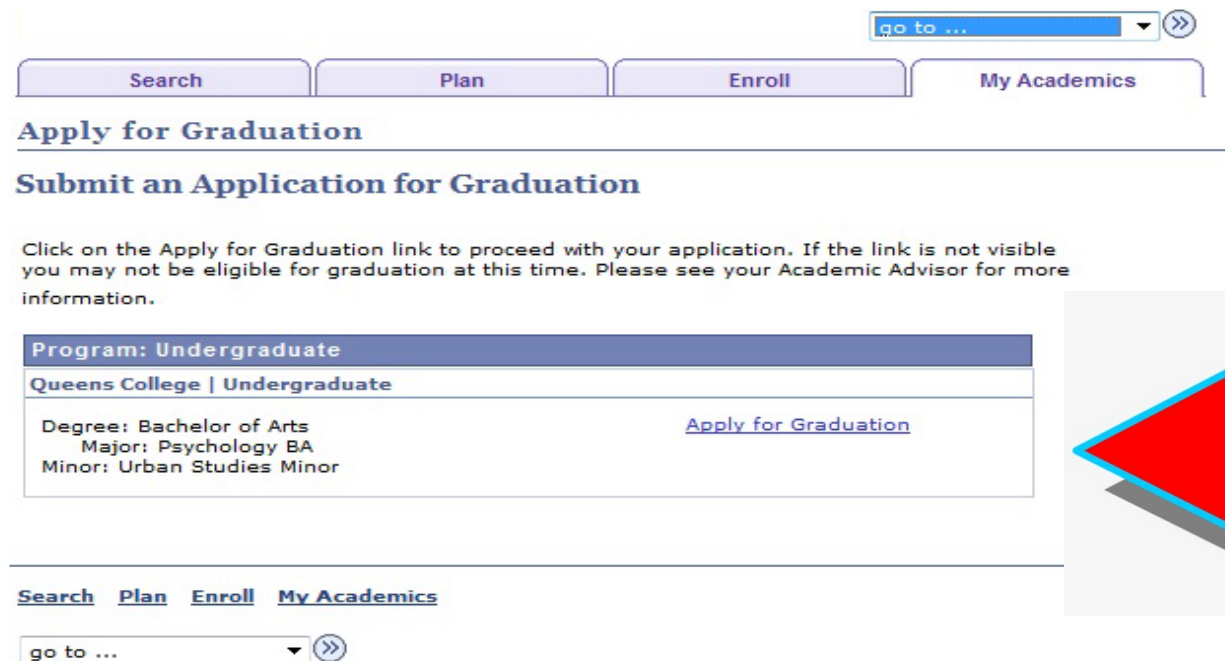
Applying for Graduation

STUDENTS MUST FILE FOR GRADUATION ONLINE VIA CUNYfirst!

- ▶ March 1 (Last day to file for Spring 2022 graduation)
- ▶ April 1 (Last day to file for Summer 2022 graduation for your name to be included in the Spring Commencement Program)
- ▶ July 1 (Last day to file for Summer 2022 graduation)

Graduation Application

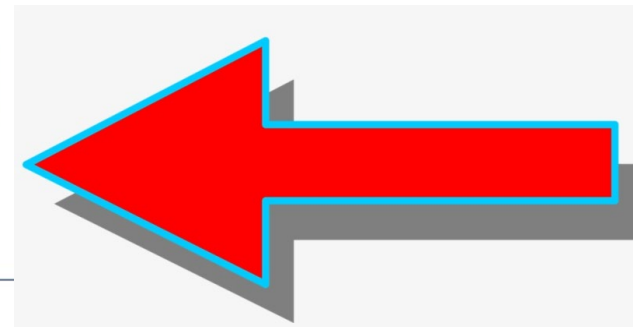
For step-by-step instructions on how to submit your application, visit our [website](#).



The screenshot shows a web interface for a graduation application. At the top, there is a navigation bar with four tabs: "Search", "Plan", "Enroll", and "My Academics". Above the "Search" tab is a search bar with the text "go to ..." and a dropdown arrow. Below the navigation bar, the heading "Apply for Graduation" is displayed. Underneath, the sub-heading "Submit an Application for Graduation" is shown. A paragraph of text follows: "Click on the Apply for Graduation link to proceed with your application. If the link is not visible you may not be eligible for graduation at this time. Please see your Academic Advisor for more information." Below this text is a table with the following content:

Program: Undergraduate	
Queens College Undergraduate	
Degree: Bachelor of Arts Major: Psychology BA Minor: Urban Studies Minor	Apply for Graduation

At the bottom of the screenshot, there is another navigation bar with the same four tabs: "Search", "Plan", "Enroll", and "My Academics". Below this bar is another search bar with the text "go to ..." and a dropdown arrow.



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 preliminary 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.

<i>Summa Cum Laude</i>	3.90-4.00
<i>Magna Cum Laude</i>	3.75-3.89
<i>Cum Laude</i>	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
- ▶ 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.

Commencement Ceremony



SAVE THE DATE

SPRING 2022 COMMENCEMENT (In Person)

JUNE 2, 2022

For information regarding graduation photos, class rings, diploma frames, etc., visit the Queens College Commencement website: www.qc.cuny.edu/ce

Section 3

Services offered by the Center for Career Engagement and Internships



HIREQC

Online Career and Education Planning Systems
FOCUS

vault®

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:

<https://www.qc.cuny.edu/academics/cei/career-students/>

Occupational Outlook Handbook: www.bls.gov/ooh/

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 following search engines:

- [Gradschool.com](https://gradschool.com)
- [Peterson's](https://petersons.com)
- [The Princeton Review](https://princetonreview.com)

Find out what CUNY has to offer

- [Cuny.edu/grad](https://cuny.edu/grad)

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)
- Graduate Record Examination (GRE Subject Tests) - The GRE subject tests assesses your knowledge of a specific area of study. (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)
- Law School Admission Test (LSAT) - Examines reading, writing, and logical reasoning. This exam is taken by prospective law students. (www.lsac.org)
- Medical College Admissions Test (MCAT) - Evaluates fluency in the sciences. This exam is taken by prospective medical students. (www.aamc.org)

FREE Practice Exam

Want to know where you stand?

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

Kaplan and Princeton Review both offer FREE resources

www.kaptest.com

www.princetonreview.com



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

References

Most graduate / professional programs require 3 letters of recommendation:

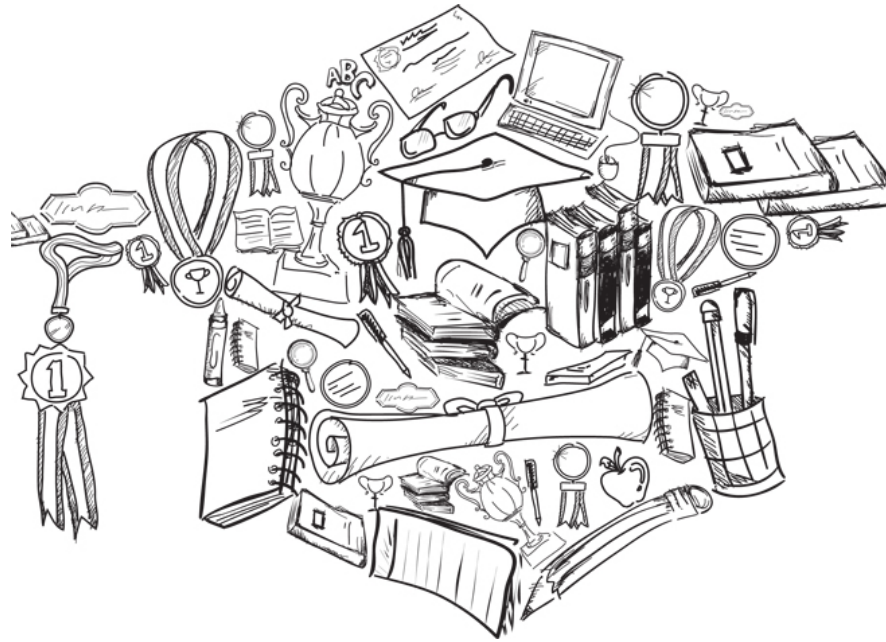
- ▶ Identify faculty members, administrators, or employers with whom you have become acquainted through classes, extracurricular activities, or jobs.
- ▶ Provide recommenders with a copy of your personal statement and resume.
- ▶ Give recommenders an appropriate amount of time and materials with clear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

Make An Appointment



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