

FOUR-YEAR CAREER MAP

Advanced Accounting BBA

Freshman

FALL

Career Milestone	Done
Access Handshake QC * for career opportunities (events, internships, jobs, resources, etc.)	
Attend the Career Center's Meet and Greet Orientation*	
Take a Focus 2 career assessment	
Create a Draft Resume	
Join clubs and organizations through UKnighted	
Attend Career Center workshops	

SPRING

Career Milestone	Done
Create a LinkedIn Account	
Explore career options for Accounting	
Schedule an appointment on QC Navigate with an advisor (career, academic and/or faculty)*	
Join student finance/fintech clubs and orgs such as ALPFA , NABA , AICPA and etc.	
Participate in a virtual work experience program	
Develop your career skills with NACE Competencies *	

Sophomore

FALL

Career Milestone	Done
Update your Handshake QC profile and interests*	
Develop a network of contact through LinkedIn	
Build out and formulate an effective resume	
Learn statistical tools like Excel, Asana, Tableau, SQL	
Apply for accounting related summer internships	
Attend Professional Development Workshops	

SPRING

Career Milestone	Done
Identify a mentor and check in periodically	
Participate in a case study competition	
Volunteer for VITA tax preparation services	
Join professional organizations . Attend on campus and external career fairs, local meetings, conferences and seminar	
Enroll in workshops for advanced Excel and data analysis tools	
Attend software workshops such as: QuickBooks , Sage , Xero , NetSuite	

*Repeat regularly in each academic year (Years 1, 2, 3 & 4)

In conjunction with Career Milestones, refer to Academic Degree Program Maps for course planning based on the year you started at Queens College.



FOUR-YEAR CAREER MAP

Advanced Accounting BBA

Junior

FALL

Career Milestone	Done
Update resume to be succinct and industry ready	
Utilize LinkedIn Learning and The Vault 's resources	
Apply for internships on Handshake QC , Spring Forward, Career Launch , CUNY Tech Prep , LifeSci NYC , etc.	
Research Big 4 accounting firms best practices	
Engage with Financial Accounting Standards Board's (FASB) resources	
Engage in case studies and finance competitions	

SPRING

Career Milestone	Done
Acquire technical internship interview readiness	
Attend national accounting seminars to network with professionals	
Secure at least one internship by summer of Junior Year	
Consider self guided case-studies outside the classroom	
Participate in city or national case study competitions	
Explore IMA CMA student scholarships and certification	

Senior

FALL

Career Milestone	Done
Take advantage of events offered by Career Center to perfect job search, interviewing and employability skills	
Schedule an appointment with the career advisor	
Inform contacts you are searching for a job	
Apply, apply and apply for more jobs . Record your progress	
Complete a senior thesis or capstone project	

SPRING

Career Milestone	Done
Apply for more jobs . Record our progress and remember to follow-up on your applications	
Secure references and recommendations	
If applicable, complete graduate school application	
Connect with alumni office and join QC alumni	
Connect with alumni in LinkedIn groups	
Consider an MBA and apply to take the CPA if eligible	

*Repeat regularly in each academic year (Years 1, 2, 3 & 4)

In conjunction with Career Milestones, refer to **Academic Degree Program Maps** for course planning based on the year you started at Queens College.

