



FOUR-YEAR SUCCESS PLAN

FRESHMAN

- Set personal, academic, and career exploration goals
- Assess your interests, skills and values and how these relate to careers. Consider taking an interest inventory. Contact the Center for Career Development for more information.
- Use the Center for Career Development website, on-line resources and your network to research majors/careers
- Participate in extra-curricular activities
- Talk regularly with your Academic Advisor
- Become familiar with the majors at Westminister College
- Obtain part-time employment, a volunteer position and/or a summer job in an area of interest
- Learn and practice good college study skills
- Become familiar with Westminister College's educational support services such as tutoring, language labs and the library
- Enroll in various courses to explore interests and majors
- Begin to establish a strong GPA
- Always seek assistance if needed

SOPHOMORE

- Continue career exploration through resources and workshops offered by Center for Career Development
- Job shadow with professionals in careers of interest
- Conduct informational interviews
- Select a major by the end of the spring semester
- Learn to write a resume. Send to CareerSrv@westminster-mo.edu for critique
- Consider studying abroad
- Apply for summer internship
- Obtain part-time, career-related experience
- Become more active in student organizations
- Talk regularly with your Academic Advisor
- Enroll in courses to explore majors, minors and careers
- Maintain strong GPA

JUNIOR

- Relate chosen major to specific career fields
- Discuss career interests with faculty, friends and family
- Conduct informational interviews with professionals
- Participate in internship or other experiential learning
- Continue to utilize Center for Career Development resources
- Take on leadership roles in campus organizations
- Participate in mock interviews
- Talk regularly with your Academic Advisor
- Investigate graduate school programs, if applicable



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- Join student/professional associations related to your academic and career interests
- Choose elective courses to enhance your qualifications
- Utilize Internet for grad school exploration, if applicable
- Maintain strong GPA
- Prepare for and take graduate admission exam (summer)
- Register with Westminister College Career Network, which is a student & alumni networking platform specifically created for Westminister College (Access WCCN: MyWC – Career Development tab – Online Resources)

SENIOR

- Attend Center for Career Development workshops
- Share career and graduate school goals with Center for Career Development staff and faculty
- Expand career-related work/internship experience
- Register for on-campus interviews, if applicable
- Attend Career Fair
- Check out job openings on Columns CareerLink, the Center for Career Development's platform for job and internship postings, employer visits and more
- Have resume and cover letters critiqued by the Center for Career Development. Send to CareerSrv@westminister-mo.edu
- Prioritize participation in campus activities
- Set aside time regularly for job/graduate school search
- Register with Westminister College Career Network, which is a student & alumni networking platform specifically created for Westminister College (Access WCCN: MyWC – Career Development tab – Online Resources)
- Apply to graduate and professional schools, if applicable
- Calculate your GPA and check with Registrar to make sure you meet graduation requirements
- Consult with your Academic Advisor
- Take courses that will enhance your career goals and provide additional skills (i.e. professional communication, advanced writing classes, and computer classes)
- Maintain strong GPA
- Complete Future Plans Questionnaire before leaving campus, given out by the Center for Career Development. Let the Center for Career Development know when you secure employment or acceptance to a graduate program.
- Make sure you have a professional social media presence through FaceBook, LinkedIn, Twitter, etc.