

# [SUNY Korea CDC] Four-Year Guide to Students What You Must Do

## Year 1

- (SBU) Decide which year you want to study in the U.S.
  - (FIT) Decide if you want to pursue U3-U4 at a campus overseas— U.S. or Italy.
    - This will change the course of your career development and the time.
- Schedule your first Appointment with CDC Staff and visit CDC at least once. First booked session with a CDC advisor can be spent on:
  - Discussing if the major is not your fit
  - Discussing potential career paths by major/ program.
  - Receiving review on your first draft of Resume.
- Create your first Resume
  - To maximize the impact, have your resume critiqued by someone around you or a CDC advisor

# Year 2

- Connect to Professionals:
  - Speak to upper year students, faculty, alumni, parents and CDC staff
  - Refine career interests and increase understanding of the particular career landscape.
- Start Applying for Professional Experiences:
  - Be active with research, short-term projects, student leadership positions and internship. All of this will be foundations for understanding about a career and for your resume.
- Update your Resume and LinkedIn profile:
  - Update your academic progress and co-curricular professional experiences to your Resume and LinkedIn profile.
  - Begin to expand your LinkedIn network of professionals to faculty, company (internship) and alumni
- Reconnect with CDC Staff
  - Polish your Applications: Resume and Cover Letter. If needed, receive help with Interview Preparations.
  - **Update** on your academic and professional progress, and with your needs and career interests. Talk about research projects, summer jobs and internships.
  - (FIT) If you decide to get a job after graduation, inform CDC staff of your intended career plans so staff can assist actively with job application / referrals to companies / alumni updates

## Year 3

#### Apply for Internships:

- Secure meaningful internships and/or research experiences that can direct your career decision
- Reconnect with CDC Staff
  - Polish your Application and APPLY: This includes resume, cover letter and interview preparation. Request a Mock Interview.
- Update on your accomplishments and interests to CDC staff. CDC staff can notify the student with the following opportunity, and can make direct referrals to the company.

(SBU) Inform CDC Staff with your intended career plans and where you want to apply for jobs (Korea/ U.S./ other countries)

#### Year 4

#### Develop an Action Plan for your Next Steps

- Finding a Job
- Applying to Graduate Schools
- Any other Next Steps
- Reconnect with CDC Staff
  - Finalize Application Documents for Job Application -Resume & Cover Letter
  - Top your Interviewing Skills to attain an employment of a desired position.
  - Counsel about Graduate Schools on program. If needed, review graduate school application and statement of purpose. Request general counseling for plans after graduations
  - (SBU & FIT) Continue your Communication with CDC Staff to receive updates on employment trends in Korea if you plan to return after the year overseas. Let CDC staff know of your career plans and outcomes.
- Finalize your LinkedIn Profile & Change the Status to #OpentoWork
- Create a list of References
- People who can write a reference letter when you apply for jobs or for graduate schools
- Apply