Four years can seem like a long time, but it goes by much faster than you may expect. Choosing a career involves several steps, including understanding yourself and your interest and abilities, discovering what matters most to you, and deciding on your major. We suggest the following steps and activities that will help you to make well-informed career decisions.

FRESHMAN YEAR

- Visit the CCPD located on the 3rd floor in Hendrix Student Center to learn about our services.
- Explore our website and utilize our online Career Guide. Check the print materials available in the Flora M Riley Career Resource Center.
- Call 864-656-0440 or stop by the CCPD to schedule an appointment with a Career Counselor for career counseling and career information.
- Consider taking a career assessment such as Strong Interest Inventory, TypeFocus, or Myers-Briggs Type Indicator.
- Explore Clemson Majors and "What Can I Do With This Major" program.
- Create your ClemsonJobLink account.
- Explore opportunities with the Cooperative Education Program.
- Begin a “working copy” of your resume.
- Join a Clemson student organization or club.
- Attend campus Career Fairs and participate in events and activities organized by the CCPD.
- Find work, volunteer, or internship summer opportunities to gain exposure to career fields of your area of interests.
- Learn about the UPIC (University Professional Internship Program) Program. UPIC internships are paid, on-campus and University-affiliated, directed internships that provide professional learning experiences for Clemson students.

SOPHOMORE/JUNIOR YEAR

- Explore Clemson Majors, Related Careers, the Occupational Outlook Handbook, and O*NET OnLine to learn about majors and careers.
- Schedule an individual appointment with a counselor to discuss your career goals and develop your own action plan and utilize drop-in hours for quick questions.
- Narrow your career directions through our assessments- Strong Interest Inventory, TypeFocus, or Myers-Briggs Type Indicator.
- Attend resume workshop and learn to utilize powerful action verbs to develop a strong resume for summer work or an internship experience.
- Learn how to write an effective cover letter.
- Update your ClemsonJobLink profile and upload documents.
- Research and apply for opportunities with the Clemson’s University Professional Internship Program (UPIC).
- Explore job and internship search tools, apply for off-campus internship opportunities, and utilize on-campus recruiting.
- Remain active in student organizations and clubs and obtain leadership positions.
- Develop marketable skills and enhancements to your degree.
- Volunteer for campus/community service or work a part-time job to build skills.
- Conduct informational interviews.
- Start building excellent interviewing skills by participating in a mock interview with a career counselor or by utilizing Symplicity’s Virtual Interviewing System.
- Participate in workshops and other events and activities to learn about job search strategies, interviewing, and networking.
- Attend campus Career Fairs in the Fall and Spring and information sessions to meet with employers and learn about internship, career, and co-op opportunities.
- Discover the art of networking.
- Create a LinkedIn profile and start building your professional network.
- Join the LinkedIn Clemson Alumni Association group and other groups affiliated with Clemson University or related to your career aspirations and industry interests.
- Consider study abroad or other off-campus experience.
- Plan ahead taking the necessary graduate school pre-requisites and prepare for entrance exams such as GRE, GMAT, MCAT, LSAT, etc.

**SENIOR YEAR**

- Monitor ClemsonJobLink daily for new postings and have the most current information and documents in your profile.
- Research company information in the Flora M Riley Career Resource Center, Glassdoor, Hoover’s Online, and on the web.
- Conduct a mock interview with a career counselor, professional, or on Symplicity’s Virtual Interviewing System.
- Attend campus Career Fairs in the Fall and Spring and actively participate in on-campus recruiting.
- Attend all Career Center job search workshops and career fairs.
- Network and regularly update your LinkedIn profile.
- Participate in employer information sessions and research the companies of your field of interest to start the full-time employment search process.
- Gather information about job offer and salary negotiations.
- Research graduate/professional school information and application timelines.
- If applicable, register and take a graduate school or professional school admissions test and apply to graduate school.
- Stay organized; follow up on all applications and keep a record of your contacts, interviews, and the status of each.
- Join a professional organization of your field of interest and attend conferences.