

COLLEGE TIMELINE CHECKLIST

Every Semester:

- Meet with your advisor regularly
- Maintain at least 15 hours of course work
- Visit the Writing and Learning Commons and Mathematics Tutoring Center
- Volunteer with the Center for Service Learning and achieve the *Lily Community Engagement Award*
- Meet with a career counselor to revise your career plan
- Get involved and participate in campus activities
- Finish each semester in good academic standing

Summer Options:

- Consider summer classes as an intentional part of your 4-year plan
- Find a summer job related to your major
- Find and establish a for-credit internship
- Complete a local or international service or study abroad experience

First Year: 0-30 hours

- Talk with parents, friends, professors, and career counselors about your career plans
- Participate in the First-Year Day of Service
- Attend the Student Employment Fair and get a job on campus
- Declare your major (if not already declared)
- Visit the Office of International Programs and Services to discuss study abroad opportunities

Sophomore Year: 31-60 hours

- Declare your major (if not already declared)
- Conduct interviews with people in your chosen career field
- Identify a study abroad program and apply
- Join the club sponsored by your major

Junior Year: 61-90 hours

- Seek a position of leadership in a student club or organization
- Schedule an appointment with a career counselor to have your résumé and cover letter critiqued
- Attend a Career Fair or etiquette event
- Study abroad
- Apply for an internship: test your career choice through hands-on experience
- Research graduate schools and prepare for entrance exams

Senior Year: 91-120 hours

- Register for graduation in your academic department
- Schedule an appointment with a career counselor to have your résumé and cover letter critiqued
- Attend a Career Fair or etiquette event
- Develop a list of targeted employers and send out résumés and cover letters
- Begin interviewing with employers or go for a second interview
- Take graduate school entrance exams and send out graduate school applications
- Secure a job or admission to graduate school
- GRADUATE!

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Office of Student Transitions: Aims to foster a holistic approach that will empower students to succeed as they transition to college life and discover a passion for learning.

107 Killian Annex
828.227.3017
transition.wcu.edu

Advising Center: Provides academic advising and support for undergraduate students at WCU, including assistance with scheduling, planning, transfers, and referrals.

107 Killian Annex
828.227.7753
advising.wcu.edu

Center for Career and Professional Development: Assists WCU students with finding non-work study student employment, choosing a major and career path, identifying internships, creating job search documents, and securing employment after graduation.

150 Reid
828.227.7133
careers.wcu.edu

Mentoring and Persistence to Success (M.A.P.S.): Services, resources, and academic support for first-generation and independent students. Freshman summer transitional programs: Academic Success Program (ASP) and Catamount Gap.

205 Killian Annex
828.227.7127
maps.wcu.edu

International Programs and Services (IPS): Provides study abroad advising and program resources.

109 Camp Building
828.227.7494
international.wcu.edu

Office of Student Retention: Provides supplemental advising to students needing additional support to be successful, connecting them with campus resources and leading initiatives to support students' retention, persistence, and graduation.

107 Killian Annex
828.227.7171
retention.wcu.edu

Writing and Learning Commons: Provides tutoring, academic skills consultations, and online learning resources.

207 Belk Building
828.227.2274
walc.wcu.edu

Mathematics Tutoring Center: Provides tutoring support in mathematics and related courses.

214 Killian Annex
828.227.3830
mathlab.wcu.edu

Center for Service Learning: Connects students, faculty, and staff with service opportunities in the region and supports the University's commitment to civic engagement. Explore your community, while making a difference in it!

273 Belk Building
828.227.7184
servicelearning.wcu.edu

Office of Accessibility Resources: Collaborates with students, faculty, staff, and community members to determine and employ appropriate methods to create equal access for people with medical diagnoses.

137 Killian Annex
828.227.3886
accessibility.wcu.edu