



Student Success Checklist

For the Career-Bound Student

Engage in Career-Related Experiences and "Launching"

- Gain real-world experiences such as:
 - Internships.
 - Job shadowing.
 - Volunteer opportunities.
 - Local community apprenticeships. Learn more here: bit.ly/Local-Apprenticeships
 - High school career fairs and career exploration luncheons.
 - Research opportunities during the summer or school year, on or off campus.
- Begin searching for jobs toward the end of your high school or postsecondary experience and the completion of a degree.

Need help getting ready for life after high school?

Make an appointment to meet with a Student Success Coach today.



Student Success Checklist

For the Career-Bound Student

Career and Self-Exploration

- Research careers of interest.
- Learn about the education and degrees/certificates necessary to enter and succeed in those careers.
- Explore the national and regional hiring forecast and earnings potential of these careers.
- Complete an aptitude or career-interest inventory: Bit.ly/Career-Inventories.
- Attend Education Foundation life skills and financial literacy workshops.

Decision-Making and Planning

- Narrow down the list of career areas and industries of interest.
- Map out the education pathway(s) required and gain real-world experience in these areas. Also, declare a relevant major and/or minor if you have not already done so.
- Create a career plan with concrete goals and objectives.
- Begin to develop your “brand” and professional profile by:
 - Crafting a preliminary resume, cover letter, and thank you notes. Find templates at EdFoundationSRQ.org/Students
 - Creating a LinkedIn profile.
- Learn job-search strategies.
- Develop and hone interviewing and networking skills.
- Request letters of recommendation. Find a template here: Bit.ly/EFSC-Letter-Recommendation.
- Build social capital and professional networks through:
 - Mentors or coaches who can offer general or industry-specific coaching and guidance. Learn more about our mentoring program by visiting: EdFoundationSRQ.org/Students/Mentoring
 - Informational interviewing opportunities.