

## First Year Students

- Identify campus resources such as CEAT Career Services
- Establish relationships with faculty, staff and peers
- Develop good time management, goal setting and study habits
- Strive to reach your GPA potential
- Join student organizations or volunteer activities
- Explore your interests and build your skills
- Obtain relevant works experiences
- Learn about the CEAT Cooperative Education Program
- Write a resume and have it reviewed
- Attend professional development workshops
- Attend career fair



## Second Year Students

- Meet with Career Services and your advisors to discuss career goals
- Network with recent graduates
- Develop relationships with faculty and professionals in your field of study
- Research job opportunities, skills needed, salary ranges and possible locations
- Learn more about resumes, cover letters, interviews, and internships
- Build technical, communications, team working and leadership skills
- Enhance your skills through student organizations, internships, Co-ops and part-time jobs
- Update your resume
- Attend the CEAT Career Fair and become familiar with companies recruiting at OSU
- Subscribe to the OSU HIRE System

## Third Year Students

- Meet with Career Services to discuss job search strategies
- Take electives that will expand your skills and employment opportunities
- Attend professional meetings and conferences
- Seek an internship, Co-op or job experience that will enable you to gain experience in your field
- Research graduate programs and the required exams for admission
- Network with faculty and recent graduates
- Polish your resume, cover letter, and interview skills
- Subscribe to the OSU HIRE System to become eligible for on-campus interviews
- Research employers
- Attend Career Fair
- Send thank you letters to interviewers
- Take the Fundamentals of Engineering Exam



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