

College and Career Checklist

Academic Readiness

- Maintain GPA above required threshold
- Take ACT/SAT (or prepare for test-optional applications)
- Complete FAFSA and review financial aid options
- Request recommendation letters
- Finalize college applications
- Review and compare acceptance letters/offers

Career Exploration

- Identify top 3 career interests
- Research required education/training for each
- Conduct 1 informational interview per career
- Take a career aptitude or interest assessment
- Research entry-level salaries and job outlooks

Experience & Skills

- Complete at least one internship or volunteer project
- Join 1-2 clubs, teams, or extracurricular activities
- Build a resume and update quarterly
- Practice public speaking or presentation skills
- Learn basic job search and networking strategies

Application & Transition

- Create a LinkedIn profile
- Submit applications for internships/jobs
- Write a cover letter and update resume for each job
- Schedule mock interviews
- Prepare professional wardrobe for interviews
- Learn basic budgeting and time management

Disclaimer: This checklist is a general guide. Individual requirements may vary based on school policies, academic programs, or career goals. Always consult your advisor or counselor for personalized planning.
