### UNDERGRADUATE INTERNATIONAL STUDENTS

#### FOUR YEAR ACTION PLAN

**First Years**

**EXPLORE**
- Attend the Center for Career Education (CCE) Orientation for Intl. Students in Aug./Sept.
- Connect with the International Students and Scholars Office (ISSO) to understand U.S. employment rules
- Meet with a career counselor to create/update your resume and explore your interests
- Learn about the Columbia Exploration Externship program at our "Internships, Externships and First Year Partnerships with CCE" event

**Sophomores**

**CONNECT**
- Attend the CCE/ISSO Job Search Skills for International Students workshop in early Fall or Spring
- Join the CCE Summer Internship Programs information session
- Meet with a career counselor prior to declaring your major to discuss career options, update your resume, and plan for the year
- Connect with ISSO to learn about requirements for summer employment

**Juniors**

**FOCUS**
- Meet with a career counselor to focus your internship search and evaluate your career options
- Connect with employers at CCE’s career fairs and industry showcases
- Practice interviewing through CCE’s Mock Interview Program
- Research recruitment practices and visa requirements in the U.S. and overseas

**Seniors**

**APPLY**
- Meet with a career counselor early in the Fall semester to discuss your post-graduation options
- Connect with ISSO to apply for OPT if staying in the U.S. to work after graduation
- Learn more about industry-specific job sites and LionSHARE opportunities to begin actively applying for jobs

#### Each year, you should also...

- Revise and tailor your resume and LinkedIn profile
- Update or complete your LionSHARE profile and indicate industry interests to learn about employers and internship and job opportunities
- Read CCE’s and ISSO’s e-newsletters to learn about career opportunities and stay updated on relevant events and programs
- Build and reflect on your skills and experience through internships, research, volunteering, student clubs, and job shadowing
- Reach out to your network to explore employment opportunities and gain insight into your fields of interest

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