

# EMBARK

SENIOR (86 CREDITS & BEYOND)

*The following should be completed by the end of your senior year:*

## ACADEMIC ADVISING

- ❑ **Meet with an Academic Advisor to ensure you will complete all graduation requirements.**  
Lubar Hall N297, 414-229-5271
  - ❑ Schedule a meeting during your first semester of your senior year.
  - ❑ Review your Academic Advisement Report via PAWS.
  - ❑ Register early to obtain classes you need to meet graduation requirements.
- ❑ **Complete the Graduation Checklist: [uwm.edu/onestop/degree-planning](http://uwm.edu/onestop/degree-planning)**
  - ❑ Apply for Fall/UWinterIM graduation no later than the first Friday after the start of fall classes in PAWS.
  - ❑ Apply for Spring/Summer graduation no later than the fourth Friday of January or the Friday after the start of spring classes.
- ❑ **Attend a senior graduation - check advising session.**
- ❑ **Monitor your PAWS account weekly and email daily through Office 365.**
  - ❑ Examine your PAWS account. Your graduation status will remain “under review” until all final grades are posted unless there is a problem with your record.
  - ❑ View your Priority Enrollment Appointment.
  - ❑ Generate and review your Academic Requirements in PAWS.
  - ❑ Check email for commencement information.



Congratulations—it is almost time to embark on the next chapter of your life. This is an exciting time as you begin preparing for what you will do after college.

## CAREER ADVISING

- ❑ **Meet with a Career Advisor to discuss goals and develop a plan for after graduation.**  
Lubar Hall N203, 414-229-5445
  - ❑ Schedule a meeting in the summer prior to your senior year.
  - ❑ Refine your resume, cover letters, and references.
  - ❑ Attend the Employer Panel “How to Make an Impression at a Career Fair” for networking opportunities.
  - ❑ Visit Career Fairs:
    - Fall Career Fair (fall semester)
    - Lubar Career Fair (spring semester)
    - Summer Job Fair (spring semester)
- ❑ **Begin your job search in the Fall for full-time employment.**
  - ❑ Check the PantherJOBS schedule in the Fall for employers interviewing May and August graduates.
  - ❑ Reactivate your Handshake account and update information.
- ❑ **Continue to use career resources.**
  - ❑ Take Bus Adm 300 – Career and Professional Development if you haven’t already done so.
  - ❑ Continue to build contacts in LinkedIn: **linkedin.com**.
  - ❑ Watch for email alerts for employment opportunities.
  - ❑ Take on a leadership role in a Business Student Organizations. See **lubar.uwm.edu/studentorgs**.
  - ❑ If you obtain a full-time position, report the position to the Career Services Center.

## PERSONAL DEVELOPMENT

- ❑ **Develop plans to embark on your journey after graduation.**
  - ❑ If you choose graduate school, you will want to start your application about a year before you want to start the program.
    - Review application deadlines.
    - Take relevant standardized tests.
    - Write your personal statement/application essay.
    - Gather recommendation letters if needed.
  - ❑ Research potential employers.
  - ❑ Take advantage of employer-sponsored activities or office open houses.
  - ❑ Review corporate websites for employment opportunities.
  - ❑ Apply for posted positions.
  - ❑ Interview with as many companies as possible.
  - ❑ Obtain a full-time position.