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

**ACADEMIC ADVISING**

- Meet with your Academic Advisor in October and March.
  - Lubar Hall N297, 414-229-5271
  - In the meeting, we will discuss:
    - What’s your target GPA goal this semester?
    - What are your support systems?
    - Are your habits and routines helping or hurting your academic progress?
    - Are there areas in your life where you should consider making some changes?
    - What do you need to do in order to be successful right now and in the future?
    - Selecting appropriate courses and requirements, prerequisites, and sequencing.
    - Planning your semester.

- Attend a sophomore group advising session.

- Research and choose major(s): [lubar.uwm.edu/undergraduate](lubar.uwm.edu/undergraduate)
  - Consider adding a second major, certificate or minor.
  - Attend the annual “Exploring Majors Fair” held in the Union, during the fall semester.
  - Review Advancement to Major requirements:
    - English/Math proficiencies.
    - The Business Foundation Courses.
    - Attain junior standing (56 credits).
    - Meet the GPA requirements.

- Monitor your PAWS account weekly and email daily through Office 365.
  - Generate and review your Academic Requirements in PAWS, located in the dropdown menu.
You’ve successfully completed the transition to college and now it’s time to dig in. Get busy and be engaged. Remember, you will get out of your college experience what you put into it.

- Ensure your finances are in order:
  - Check into Financial Aid: finaid.uwm.edu.
  - Pay tuition.
  - Take advantage of scholarships:
    - Lubar School: lubar.uwm.edu/scholarships.
    - UWM: scholarships.uwm.edu.

- Use lubar.uwm.edu/mylubar for Student Service resources.

- Investigate Study Abroad opportunities.
  - If you are interested in studying abroad during your junior or senior year, you should start the planning process now!
  - Go to the Study Abroad Fair in the Union in the fall semester.
  - Attend information sessions on Lubar’s two-week study abroad programs.
  - Contact your Advisor or the Center for International Education office:

**CAREER ADVISING**

- Meet with your Career Advisor to develop plans for your first internship.
  - Lubar Hall N203, 414-229-5445
  - Update your resume and have it critiqued.
  - Discuss plans for gaining experience in your career field.

- Enroll in Bus Adm 300—Career and Professional Development.

- Continue to use resources and attend Career Services Center sponsored events.
  - Keep your Handshake account active and update information as needed.
  - Attend the Employer Panel “How to Make an Impression at a Career Fair.”
  - Visit Career Fairs to gather information about internships in your field:
    - Fall Career Fair (fall semester)
    - Lubar Career Fair (spring semester)
    - Summer Job Fair (spring semester)

**PERSONAL DEVELOPMENT**

- Engage in opportunities on and off campus.
  - Get involved in a Lubar Business Student Organization: lubar.uwm.edu/studentorgs
  - Seek out campus resources as needed (tutoring, fitness center, etc.): uwm.edu/life/experience
  - Network with professionals in fields that interest you.
  - Volunteer with an organization to demonstrate engagement and commitment.
    - uwm.edu/studentinvolvement

- Build your professional wardrobe.

- Save sample documents to build your portfolio:
  - Writing Samples.
  - Classroom assignments/group work.
  - Projects from employment or volunteering.