# 2-Year Student Success Plan

Being a successful college student and future alumni means having a well-rounded college experience. You should be engaged both inside and outside of the classroom. Utilize this Student Success Plan for steps to take each semester to develop your college experience, graduate on time, and achieve career success!

## Year 1 – Junior Year

**Fall**
- Develop a long term academic plan using the Degree Planner tool.
- Learn how to access your Academic Requirement Report and Degree Planner to monitor your degree progress regularly.
- Read the Advisement Handbook provided during New Student Orientation to obtain important information for your success.
- Take 15 units each semester or 30 units per year to graduate on time.
- Register with Golden Eagle CareerLink, the Career Center’s online database featuring on and off campus jobs and internships.
- Make sure you are receiving CBE Jobs and CBE Internships Emails.
- Meet the CBE Employer Relations and Career Development Coordinator (Nikita Lau) nlau12@calstatela.edu for career development opportunities.
- Develop a strong resume and cover letter.
- Learn about summer internships and network with potential recruiters/employers.
- Set up an LinkedIn/Indeed/Career Link.
- Check the CBE website for information on events, workshops, and academic requirements. Learn how to navigate the website & continue to utilize it throughout your college career.
- Get to know faculty, counselors, administrators and campus leaders. Start building relationships. Become familiar with campus resources & use them during your college career.
- Make sure you check your Cal State LA email for important college specific updates and information.
- Attend CBE Student Services Center & other campus events.

**Spring**
- Assess your GPA after your first semester and discuss your progress with your Academic Advisor. Discuss your transition to college with your advisor for tips and support.
- Attend a Résumé Basics/ Cover Letter workshops offered by the Career Center.
- Investigate part-time jobs, summer jobs, internships or volunteer experiences to build on the resume.
- Complete trainings on Lynda.com and add them to your LinkedIn.
- Apply for summer internships.
- Research jobs that are in high demand and that match your skills and interests using O*NET.
- Attend CBE Student Services Center & other campus events such as resume review, mock interviews, and employer information sessions.
- Attend Wellness Workshops by the Student Health Center.
- Identify and utilize university resources that are helpful for you including Library, UTC, UWC, Career Center, Health Center, etc.
### Year 2 – Senior Year

#### Fall
- Follow-up with your Academic Advisor to ensure you are making progress. Clarify questions regarding your requirements and academic plan. Discuss your challenges with your advisor for support.
- Start thinking about your plans after graduation. If you plan to attend graduate school, begin researching programs and developing your application materials.
- Attend a Graduation Workshop to apply for Spring or Summer graduation.
- Review weekly Career Information from CBE Employer Relations and Career Development Coordinator and explore different options.
- Network with employers at Internship and Part-time Job Fair.
- Apply for full time job opportunities.
- Set up a profile on Indeed and LinkedIn. Check out alumni and different individuals in your major to begin building your network.
- Select and grow in on a leadership (Director) position within a student organization.
- Attend CBE Student Services Center & other campus events.

#### Spring
- Check your Academic Requirement Report and Degree Planner to monitor your progress and check your GPA. Ask your academic advisor if you have questions/concerns.
- Attend Fundamentals of Interviewing workshop offered by the Career Center or CBE.
- Attend Career Development Grad Fair to meet employers and learn about job opportunities.
- Apply for full time job opportunities.
- Get letters of recommendation and/or obtain job references.
- Inquire about working with a faculty member on a research project.

### Helpful Links:
- CBE Graduation Workshops
- Occupational Outlook Handbook
  - [https://www.linkedin.com/](https://www.linkedin.com/)
  - [https://www.glassdoor.com/index.htm](https://www.glassdoor.com/index.htm)
  - [https://www.indeed.com/](https://www.indeed.com/)
- Career Development Handouts
  - [O*NET](https://www.o*net.onlinetoolcenter.com/)