

### FRESHMAN YEAR

**Complete your profile in Handshake.**

**Identify and explore career concerns with a Career Advisor.**

**Identify interests, skills, work values and personality traits through career assessments.**

**Talk to faculty and review the NMSU Academic Catalog to research majors.**

**Explore career choices using LinkedIn and personal contacts.**

**Meet with Academic Advisors at the Center for Academic Advising and Student Support (CAASS)**

**Attend career fairs and other events.**

**EXPLORE**

<https://oel.nmsu.edu>  
575-646-1631

### SOPHOMORE YEAR

**Join student organizations and professional associations related to your career field.**

**Contact Center for Academic Advising and Student Support for tips and resources on resumes, cover letters, and interviewing.**

**Upload your resume to Handshake.**

**Develop a search strategy for finding work experience.**

**Start confirming your career choice by gaining career-related work experience.**

**Pursue internships and co-ops through the on-campus interview programs.**

**Attend career fairs and other events.**

**EVALUATE**

## JUNIOR YEAR

**Decide if graduate or professional school is necessary to reach your career goals.**

**Schedule an appointment to have your resume(s) and cover letter(s) critiqued.**

**Update your resume and upload the revised version on Handshake.**

**Learn about and purchase professional attire appropriate for recruitment events.**

**Complete an internship or co-op to gain experience and build your resume.**

**Fine-tune your interviewing skills by scheduling a mock interview with Career Advisors at CAASS.**

**Use Handshake to discover career related events.**

**Attend career fairs and other events.**

**EXPERIENCE**

**hireNMSU@nmsu.edu**  
**575-646-1631**

## SENIOR YEAR

**Continue to follow the Graduate & Professional school time-line, if applicable.**

**Develop your personal statement and have it critiqued by a Career Advisor.**

**Identify professionals who are willing to serve as references.**

**Schedule a mock interview to prepare for potential interviews.**

**Identify full-time job opportunities (utilize personal network).**

**Use Handshake to discover career related events.**

**Attend career fairs and other events.**

**TRANSITION**