

Seize the HLGU Experience!

Year Four Checklist

- Review prior HLGU Experience checklists
- Begin asking key individuals to be a reference for jobs, graduate schools, etc.
- Carefully watch for all notices and deadlines pertaining to graduation
- Begin purchasing professional clothing for work or graduate school
- Research job market and trends and cost of living for various locations
- Update resume and HLGU Co-Curricular Transcript
- Review academic records for accuracy
- Continue to increase your networking contacts letting people know what jobs you are looking for and availability date
- Find a professional willing to give you a "mock" interview
- Attend a job etiquette workshop and or career fair
- Organize an event, meeting, team, club, etc. Document outcome and results on HLGU Co-Curricular Transcript
- Complete online Exit Counseling Survey for Perkins loans, if applicable
- Complete online Exit Counseling Survey for Stafford loans, if applicable
- Join the Hannibal-LaGrange University Career Services page on facebook

Fall

- Complete all athletic eligibility forms and criteria
- Apply for graduation (semester prior to graduation)
- Register for spring courses

Spring

- Confirm completion of FAFSA by April 1
- Attend *job fairs* open to HLGU students
- Update contact information for Student Records, Financial Aid, and Alumni Offices
- Complete and turn in Housing Withdrawal Form to the Student Development Office
- Complete and then request a formal copy of the HLGU Co-Curricular Transcript to accompany your records
- Attend Graduation Luncheon
- Complete online graduate survey at www.hlg.edu/academics/career-services.php
- Attend graduation ceremony.
- Record GPAs Fall Term _____ Spring Term _____ Cumulative _____