

## SENIOR YEAR GUIDELINES

### HAVE YOU:

01.  YES  NO Completed or made significant progress on general education requirements?  
*If NO, describe plan:*
02.  YES  NO Visited an Academic Advisor, Shuster 280, to verify completion of general education requirements?  
*If NO, describe plan:*
03.  YES  NO Taken and passed the CUNY Proficiency Examination?  
*If NO, describe plan:*
04.  YES  NO Maintained satisfactory index in major and minor areas?  
7a.  YES  NO Is the major index 2.0 or higher?  
7b.  YES  NO Is the minor index 2.0 or higher?  
*If NO, describe plan:*
05.  YES  NO Completed major and minor requirements?  
8a.  YES  NO Are major requirements completed?  
8b.  YES  NO Are minor requirements completed?  
*If NO, describe plan:*
06.  YES  NO Filed for graduation in the Registrar's Office (Shuster 105) at the beginning of final semester?  
*If NO, describe plan:*
07.  YES  NO Are you doing well in classes this semester?  
*If NO, describe plan:*
08.  YES  NO Are financial resources (TAP, Pell, etc.) in place to pay for cost of final two semesters?  
*If NO, describe plan:*

**OTHER ACTIVITIES** (Recommended)

09.  YES  NO Completed your second internship?
10.  YES  NO Completed resume, cover letter, interview, and job search workshops?
11.  YES  NO Has your resume and cover letter been reviewed and approved by Career Services?
12.  YES  NO Do you have sufficient practice or experience interviewing?
13.  YES  NO Visited Career Services to explore their job listings and get information on job fairs?
14.  YES  NO Attended other Career Services' events for exposure with major related employers?
15.  YES  NO Visited the Pre-graduate advisors: Vincent Prohaska /Jane Levitt, if you are considering graduate study?
16.  YES  NO Contacted the Lehman Alumni Association about membership and benefits?
17.  YES  NO Completed a plan w/ your counselor for transition into employment or graduate school?