

ACADEMIC AND CAREER SERVICES

Memorial Student Affairs Building
 (308) 865-8501
www.unk.edu/offices/acs (<http://www.unk.edu/offices/acs>)

Undergraduate students have a variety of needs as they progress through their education.

- **Freshmen** often need assistance determining goals, selecting a major and identifying the resources available for success.
- **Sophomores** are in the process of solidifying their choices and, in some cases questioning their original decisions. Classes may be harder now so Sophomores often need to utilize resources for academic success.
- **Juniors** need to start thinking about their future career plans as well as concentrating on academic excellence. During their Junior year, students should start developing a professional resume, looking at internship opportunities and identifying potential employers and/or graduate schools.
- The **Senior** year requires students to initiate their job searches and finalize their plans after graduation.

The Academic and Career Services Office helps students at all steps of their progress.

- The office provides academic and career advising for students who have not yet selected a major or for those who are unsure of their initial choice.
- Assistance in goal setting, interest assessment and major/career exploration is provided for all students.
- Students who are having academic difficulty are helped through the Early Warning Referral system and personal contact for students who are on academic probation.
- Student support systems are enriched with the P.A.S.S. program which allows students and their parents or guardians to partner with the University to build success.

When it comes time to search for a job, the Academic and Career Services Office

- Provides assistance with resume development and practice interviews.
- Sponsors three annual Career and Internship fairs with over 200 employers participating.
- Provides each student with a free account in Handshake, where they can upload resumes, search for professional job postings, and connect with potential employers.
- Provides numerous workshops and class presentations to help students prepare for the transition from college to the workplace.