



WCPE

Transfer Student Career Plan

Mission:

The Russell G. Weigand Center for Professional Excellence (WCPE) prepares Elmhurst University students and alumni for a rapidly evolving world by igniting their professional curiosity, competencies and purpose.



RUSSELL G. WEIGAND
Center for Professional Excellence

Junior Year – Get Professional Experience

Transfer students entering in their third year will be able to articulate their professional competencies and personal values; and understand how they relate to their work experiences and professional future.

Online

- Create or update your profile and search for major- related internships and jobs on **Handshake**.
- Create/update your profile on **LinkedIn** and start building out your professional network
- Begin to research graduate school opportunities

On Campus

- Attend **Meet the Professionals** and other events to meet with career professionals, learn about career paths and practice networking skills
- Assume leadership roles in student organizations and clubs

In Person

- Take the **CPP 399 Professional Career Preparation** course to learn how to conduct a successful job search and enter the world of work
- Sign-up for the **Mentoring** program and gain advice, direction and encouragement from a professional
- Conduct informational interviews with faculty, family, friends, alumni and company contacts to network for internship opportunities
- Attend the **Elmhurst University Career Fair** and **CareerFest** to apply for internships
- Attend information sessions and fairs with professional/graduate school programs

Take Action

- Complete an internship or field experience and register it for academic credit
- Meet with **WCPE Pre-Professional Advisors** at the beginning of the fall term (or first term at EU) to prepare for and take graduate/professional school exams and discuss recommended/required coursework and experiences
- Create an application strategy and apply to programs that open a year in advance (health professions)
- Establish connections with faculty by the end of junior year for references or letters of recommendation for graduate/professional school as well as internships/jobs

Senior Year – Implement Your Career Plan

Senior year students will solidify their professional goals and competencies, engage in experiences within their chosen field and manage the transitions to their professional career.

Online

- Update your on-line profiles on **Handshake** and **LinkedIn**
- Sharpen your interviewing skills through using **StandOut** virtual interviewing platform and by participating in the **Mock Interview** event

On Campus

- Meet with a **WCPE Career Advisor** to refine your resume and develop a job search strategy
- Meet with a **WCPE Pre-Professional Advisor** to finalize application timelines for your professional program.

In Person

- Sign-up for the **Mentoring** program and gain advice, direction and encouragement from a professional
- Take the **CPP 399 Professional Career Preparation** course to learn how to conduct a successful job search and enter the world of work
- Attend the **Elmhurst University Career Fair** and **CareerFest** to apply for full time positions and participate in the **Meet the Professionals** events

Take Action

- Network with family, faculty, **WCPE** staff, alumni and company contacts and conduct informational interviews to build out your connections.
- Apply to graduate/professional programs with guidance on the timing from advisors, including securing letters of recommendation and writing personal statements





Two Years with the WCPE

Internship and Employment Opportunities

Explore **Handshake** for internships, volunteer opportunities, student employment, part-time and entry-level positions; sign up for upcoming **WCPE** career events

Career & Pre-Professional Advising

Meet with **WCPE Career & Pre-Professional Advisors** to discuss your professional interests, potential career pathways, refine your resume, and sharpen your job search skills or professional school applications.

Competency Development

Assess your skills, interests, values and build professional competencies by enrolling in **CPP 298, 299** and **CPP 399**, joining the **Mentoring Program** or use **PathwayU** in consultation with **WCPE Career Advisors**

Job Search Guidance

Learn to network at **Meet the Professionals** events, refine interview skills through **Mock Interview** events, develop superior resume and cover letters with **Career Advisors** and land internships or jobs at **Elmhurst University** and **CareerFest** fairs.



190 Prospect Avenue | Elmhurst, Illinois 60126-3296