

# CAREER SERVICES

## Transfer Degree CAREER DEVELOPMENT PLAN

For students pursuing a transfer/university parallel degree

(Associate of Art: A.A., Associate of Science: A.S., Associate of Fine Arts: A.F.A., Associate of Science in Teaching: A.S.T.)

### ACTIVITIES

### HELPFUL RESOURCES

#### 0-15 CREDIT HOURS

Complete PAWS, including career assessment then schedule an appointment with career counselor for an in-depth self-exploration

Conduct career exploration using O\*Net, CareerOneStop.org, Occupational Outlook Handbook and other resources

Explore and choose an academic focus area; meet with your academic advisor to align academic courses with career path

Begin building professional network; talk with faculty, alumni and others about careers; actively participate in student organizations/events (including Involvement Fair)

Volunteer, find work-based learning opportunities (including job shadowing) related to your degree

Find and bookmark Career Services webpage and resources, including skills that employers seek in job candidates

#### 16-30 CREDIT HOURS

Choose a specific major; create an academic plan and align with career goals

Research transfer institutions; participate in transfer fairs and connect with university representatives

Learn how to develop a professional quality resume and build references; seek out Career Services for information on career-related events, skillshops, career/job fairs and work-based learning opportunities

Continue building relationships and professional network

[www.pstcc.edu/counseling/career](http://www.pstcc.edu/counseling/career)

[www.onetonline.org](http://www.onetonline.org)  
[www.careeronestop.org](http://www.careeronestop.org)  
[www.bls.gov](http://www.bls.gov)

Academic Advisor/Advising

Classes, Student Engagement and Leadership (SEAL)

Student Care and Advocacy, Career Services Job Board and Employer Links, Speak with faculty/staff/alumni

[www.pstcc.edu/placement](http://www.pstcc.edu/placement)

Advising, Program Academic Advisor

Advising

Career Services  
[www.pstcc.edu/placement](http://www.pstcc.edu/placement)



**PELLISSIPPI STATE  
COMMUNITY COLLEGE**

## ACTIVITIES

## HELPFUL RESOURCES

### 31-45 CREDIT HOURS

Attend Transfer Fairs; Connect with representatives from chosen transfer institutions and work with them on an ongoing basis; Review and finalize transfer plans; apply for scholarships

Research jobs/companies/industries; gather information on realistic salary expectations

Update resume, references, letters of recommendation, create LinkedIn profile; clean up online presence

Gain experience in your degree area – volunteer, shadow professionals in jobs related to degree, part-time jobs, etc.

Develop and practice elevator pitch; continue informational interviews with employers

Maintain and grow professional network

### 46-60 CREDIT HOURS

Finalize plans for transfer to 4-year institution; complete graduation steps

Talk with professors and other mentors about being references and/or writing recommendation letters in the future

Develop employer prospect list; pursue part-time employment, internships, and/or other experiential opportunities related to your field of study

Learn how to develop a professional quality resume; refine elevator pitch

Research 'dress for success' strategies in your field of study

Learn about job search strategies and practice interviewing via mock interviews; attend career workshops, career fairs, etc.

Advising

O\*Net, CareerOneStop, Chambers of Commerce, etc.

Career Services

Job Boards, Student Care and Advocacy

Including follow up from job shadow and informational interviews

Advising; Intent to Graduate/Records

Career Services

Career Services