Academic Guidelines:

I will...

- Complete LEH 300’s level courses and make significant progress on my major requirements.
- Complete my 4th writing intensive course.
- Maintain a strong GPA.
- Attend tutoring consistently for at least one course.
- Continue to examine all my syllabi and create a semester calendar of assignments.
- Continue to meet with my counselor to discuss my major progress.
- Continue to excel each semester to join the Presidential Scholar Dean’s List and Honor Society such as Chi Alpha Epsilon (XAE), Phi Beta Kappa, Golden Key and others.
- At the end of the academic year make an appointment with Academic Advisement (Shuster #280) for a Graduation Check.
- Complete at least one of two internship experiences in my field of study.
- Work with a Faculty member on a research project.

College Life Guidelines:

I will...

- Continue to participate in ongoing campus activity or Community Service projects.
- Be active in major related clubs / organizations.
- Set goals for post-graduation (Graduate School or Career).
- Update my resume and have it reviewed by career services; apply for summer internship.
- Attend career services’ workshops on interviewing, job searches and networking.
- Participate in networking skills, interview skills workshops and career fairs.
- Maintain relationships with persons whom I may need to obtain letters of recommendation, job references or advice such as professors, mentors, counselors or supervisors.
- Develop a list of at least ten (10) people to inquire about employment opportunities in my field (friends, professors, acquaintances, and co-workers).
- Continue to analyze my rates of progress for TAP (see TAP chart) and PELL for financial aid purposes.
- Meet with major advisors.
- Know entry level employment opportunities for major and requirements.

Personal Guidelines:

I will...

- Continue to work with a mentor or role model within or outside of the college.
- Continue involvement in the SEEK Advisory Board and/or Lehman College Clubs/Training to strengthen my leadership skills.
- Identify and visit during office hours a faculty member who might be able to provide career and academic advice.
- Actively practice speaking and writing proper English to improve comfort and ease of language.
- Participate in NYC cultural events & Study Abroad opportunities.
- Evaluate my need for further education regarding my career plans.
- Ensure that I have strong writing, verbal and presentation skills.
- Obtain my Driver’s License.
- Plan for financing my college education (graduate studies).
- Utilize Degree Audit, CUNYFirst and Lehman website to manage college.
- Become comfortable with utilizing computer programs such as Word, Excel, Access, PowerPoint and the Internet for research.