Freshmen (0-29 credit hours)
- Develop friendships by becoming involved on campus.
- Practice good study habits and learn time management skills.
- Get to know your academic advisor.
- Begin to work on the general education courses required for the general education assessment exam.
- Take an introductory course in your major.
- Consider services like the Open Options program to explore different majors.
- Become familiar with the MyCentral Student Portal by using your campus email account.

Sophomores (30-59 credit hours)
- Confirm your academic major and minor, if applicable.
- Get to know your department chair.
- Complete the general education courses required for the general education assessment exam.
- Pass the general education assessment exam.

Juniors (60-89 credit hours)
- Check in with your academic advisor to make sure you are on track for a timely graduation.
- Participate in development activities that offer leadership opportunities, service learning, and civic engagement.
- Consider a resume-boosting learning opportunity, like study abroad programs and internships.
- Develop your career or graduate school strategy.

Seniors (90 or more credit hours)
- Seek additional academic and co-curricular activities aligned with your career plans after graduation.
- Collect reference letters from faculty, advisors, and others.
- Apply for graduation the semester before your expected graduation date.
- Visit the Office of Career Services to perfect your resume and interview etiquette.

Ongoing Benchmarks:
- Maintain a minimum cumulative GPA of 2.0 or higher.
- Complete an average of 15 credit hours per semester.
- Familiarize yourself with the Undergraduate Catalog to know your degree requirements.
- Be mindful of registration and fee payment deadlines.
- Become involved with at least one career-related or social co-curricular activity.
- Develop a financial plan and maintain financial aid eligibility.
- Check college-specific college GPA requirements.

Harmon College of Business Administration
- Take the Business Orientation seminar.
- Join a learning community.
- Plan your four-year degree program with your advisor.
- Begin taking BSBA pre-admission courses.
- Complete English and Math requirements.

- Complete BSBA pre-admission courses.
- Decide which business major is right for you.
- Take MAPP exam.
- Learn about internship opportunities from the internship coordinator.
- Apply for BSBA admission.
- Achieve and maintain GPA required by major.

- Maintain GPA as defined by major.
- Build your resume through internships or other opportunities
- Explore study abroad opportunities for global perspective.
- Consider taking the Integrative Business Experience.
- Meet with the career development coordinator to develop interview and job search strategies.

- Continue to develop networks through HCBA business organizations.
- Make professional contacts at UCM career fairs.
- Research employers through the Office of Career Services.
- Interview for employment.