



Career Checklist: Senior Year



Welcome to your Senior Year in the College of Education!
Before you move through this checklist, have you

- Had your resume and cover letter reviewed?
- Created a list of your top 10 districts/schools/education organizations/graduate schools?
- Conducted at least one mock interview?
- Begun collecting documents for your teaching portfolio?
- Researched teacher certification transfer in your desired post-graduation state?

Once you have done these activities, get to work on your Senior Checklist!

In the Fall:

- Take certification exams
- Brush up your application materials (resume, cover letter, portfolio) with your Career Consultant
- Prioritize your top 10 options list by level of interest and opportunity
- Conduct an on-camera mock interview with your Career Consultant
- Log into and explore applications for region/organization of your choice
- Draft reach out emails to principals and/or recruiters using your personal pitch as a guide

In the Spring:

- Review your application essay(s) with your Career Consultant
- Practice interview for positions outside of your grade level of choice with your Career Consultant
- Reach out to recruiters and/or principals at Top 10 options
- Find 3 references from professors, cooperating teachers, and supervisors
- Research and join a professional organization in your field
- Report your post-graduate plans on FrogJobs

Tips and resources to help you check these activities off can be found at
careers.tcu.edu/services-programs/career-tools

Completing **4 or more activities each semester** gives you access to the Career Center Swag Shelf!
Just show your proof in your next appointment for access.
The number and kind of swag available increases with every completed semester!