

CAPP Sophomore Checklist

(View the check list on-line to access all links listed below at
www.metro-college.com under CAPP)

- Update Your Resume**

Continue to build your resume. Remember to add any new activities and skills as your experiences grow. The [CREW Center](#) will be glad to help you again.
- Review Academic Plan**

Use every appointment you have with your academic advisor to build a wealth of resources for your [Academic Plan](#).
- Choose a Major**

Based on your [self-assessment](#) and/or the results of the Discover inventories, as well as your exploration of the [CREW Center website](#), you should choose a major. Other helpful activities would include discussions with your academic advisor and informational interviews with those already in your chosen career.
- Declare Your Major (UofL)**

Once you have chosen a major, declare it officially by speaking with your [UofL advising office](#) about the proper procedure for your college or school (i.e., Business, Arts & Sciences, Speed Scientific, etc.).
- Take on a Campus Leadership Position**

Volunteer to run for an office in a campus student government organization or organize a presentation for a meeting of your major's club. Leadership experiences will build your resume and help you pinpoint a career plan.

 - [UofL campus resources and organizations](#)
 - [JCTC student associations](#)
- Arrange an Informational Interview**

[Informational Interviews](#) are an effective tool students can use over and over to “try on” careers. Schedule an informational interview with someone in a career that interests you. How does it fit?
- Explore an Internship**

[Internships](#) provide great value for the time spent. Not only are you able to spend quality time with professionals in your chosen field, but the credit hours you earn may be used in your degree program. Check with your academic advisor to see if your program requires an internship.
- Meet with an Ultra Advisor**

The University of Louisville Transfer Program (ULtra) provides support and assistance for JCTC students who plan to continue their education at UofL. ULtra provides support before, during, and after the transfer process for a smooth transition and degree completion at UofL.
- Complete On-line Career and Academic Survey (CAPP Requirement)**

All Students must complete the on-line Career and Academic survey as part of the CAPP requirements. The Metropolitan College Student Development Counselors may correspond with students based upon the answers given in this survey on various topics. The survey will take 10-15 minutes to complete.