



# BENTLEY UNIVERSITY

Undergraduate Career Development  
Pulsifer Career Development Center

## CHECKLIST for Your First-Year Student and YOU

### WHAT STUDENTS SHOULD DO:

- ☐ Focus on their **academic studies**
- ☐ **Join student organizations & activities** and get involved on campus
- ☐ Register for spring **CDI 101** in **NOVEMBER**
- ☐ Attend **all SIX CDI 101 classes & complete all** CDI 101 assignments
- ☐ Attend Careers Fair in Spring (OPTIONAL)
- ☐ **Join Career Communities** on CareerEdge (careeredge.bentley.edu)
- ☐ **Attend Career Community events** of interest
- ☐ Start internship search during and after CDI 101 in spring (optional)
- ☐ Register for **CDI 201 or 301** in **APRIL**

### WHAT PARENTS CAN DO:

- ☐ Talk to your student in late October/early November about **registering for CDI 101** and the importance of successfully completing it in the spring (**CDI 101 is ONLY OFFERED in the SPRING of FIRST year**)
- ☐ **Encourage them to get involved** on campus
- ☐ **Calm them if they become stressed out** about finding a summer internship (*those employers who recruit first-years do will not start recruiting them until spring; typical summer jobs are still great first-year resume builders.*)
- ☐ Remind them that **EVERYTHING** they will need for a successful internship search will be **taught to them in CDI 101 in the spring**
- ☐ Talk to them in March/early April about **registering for CDI 201** and the importance of continuing their career education as a sophomore