

1ST-2ND YEAR

- Login to Handshake and complete your profile
- Utilize the EngageSC platform to get involved and complete career checklists
- Create or update your resume using the online tool kit on the viterbicareers.usc.edu website
- Participate in drop-in career advising to learn how to tailor your resume or CV depending on your career goals
- Attend Trojan Talks, workshops, networking events, and Career & Internship Expo each semester
- Read both VASE and VCC Get Hired Newsletters
- Utilize career resources from both VCC & USC Career Center
- Join a student organization and or professional association

3RD-4TH YEAR

- Participate in mock and on-campus interviews
- Explore and consider opportunities in academia and industry
- Apply for internships in the fall semester (summer start)
- Present and attend professional conferences in your industry or areas of career interest
- Network with employers, faculty, staff, and peers
- Join Viterbi Link to find a mentor

FINAL YEAR

- Develop a list of professional references and request letters of recommendation from faculty
- Finalize your post-graduation plans with a Career Advisor
- Apply to full-time positions on Handshake and other websites
- Attend workshops on reviewing job offers and salary negotiation
- Meet with faculty to discuss career goals and referrals
- Complete the First Destination Survey
- Become a Mentor on Viterbi Link

INTERNATIONAL STUDENTS

- Review information at Office of International Studies (OIS) to learn about the process of applying for CPT and OPT
- PhD students registered in dissertation units are eligible to complete full time CPT for up to a total of 12 months
- Visit the viterbicareers.usc.edu/internships-doctoral/ website to obtain information on earning academic credit for your internship
- PhD students need to apply for OPT at least 90 days prior to graduation
- Research companies that hire international students using Interstride and H-1B Employer Data Hub