

Junior Year Checklist for the Class of 2022

The Undergraduate Deans Office suggests the below action items for junior undergraduate students.

DartWorks

- I have completed or have worked into my D-Plan my distributive and world culture requirements.
- I have completed my language requirement.
- I have completed or plan to complete my sophomore summer requirement.
 - If planning to waive the sophomore summer requirement, please be sure to submit a [waiver](#) petition to the Registrar ASAP.
- I know the number of courses that remain for me to complete my degree.
 - Pay special attention to credits applied and credits completed. These are two different numbers. Credits completed is the number of credits you have completed in past terms. Credits applied is the number of credits completed + the number of credits currently enrolled for that term.
- PE and swim test requirements continue to be assessed due to COVID. Stay tuned for more information from the PE office about waiving of graduation requirements in future terms. Unless otherwise noted, please assume that you still need to complete 3 PE credits and the swim test as part of your graduation requirements.

Major Requirements

- I have declared my major on DartWorks or have updated or changed my major plan to align with my current D-plan.
 - [Click here for a step-by-step major declaration guide.](#)
 - I have met with my major advisor (depends on the department).
 - If you do not have one, find one (refer to [Sophomore Book](#)). Please note: contacts may have changed for major advising, so please also check the department website.

Editing D-Plan

- My D-Plan reflects my plan for the upcoming academic year.
 - If you anticipate changes, please review the [change of enrollment petition](#) process and deadlines to edit your terms.
 - International students, please check with OVIS before making any changes. Students should also check with financial aid (if necessary).

Career/ Post-graduate Opportunities

- I have spoken with someone about my post-graduate plans (i.e. a faculty advisor, CPD advisor, undergraduate dean).
 - This can include opportunities such as volunteer work, graduate school, or further research.
- I know what graduate exams I need to take and have identified someone to help me with this process.
- I can list three people I will use on my reference/recommender list.
- I have spoken to [UGAR](#) (Undergraduate Research and Advising) regarding Scholarships and Fellowships (if applicable).

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Taking Advantage of “Down Time” (December Break/ Spring Break/ Leave Terms, etc.)

- I have an opportunity to further my knowledge for the future – I will be:
 - Job shadowing or working an internship (remote or in-person)
 - Volunteering (remote or in-person)
 - Networking
 - Applying to remote or in-person internships
 - Applying for [transfer term](#) credit/ studying away
 - Studying for post-graduate exams or completing post-graduate applications
 - Taking care of my wellbeing... self-care is important!

Center for Professional Development

- I have a resume.
- I know how to network and have spoken to people in my field of interest.
- I know how to find potential career opportunities.
- I have participated in an actual interview or a mock interview.
- I have utilized Tucker, Dickey, Rocky, UGAR or a faculty member to further my knowledge about my field of interest.

Managing my Online Presence

- I have a profile on LinkedIn and know how to use it.
- I have double-checked my social media platforms for appropriateness for future employers.

Personal Reflection

- I have taken the time to think about who I am, who I want to be and how to get there.
- I have identified people that can help me on this journey.

Goal Setting (Goals may continue to change due to COVID 19 and remote learning).

- I know what I want to accomplish before the end of this term.
- I know what I want to accomplish before the end of junior year.
- I know what I want to accomplish before I graduate.
- I know what I want to accomplish long term.

Mentors

- I have at least one mentor and know how to use them.
- I talk to my mentor(s) about my future plans.
- I ask my mentor(s) for guidance when appropriate.

Leadership

- I have attended a session, participated in a Dartmouth program, or talked with an advisor/mentor about how to lead and/or follow effectively.
- I have found a leadership opportunity.
- I have found an opportunity that is longer than one term.