

# Arts and Sciences Career Services Newsletter

## Welcome! August/September 2002 Edition

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[www.career.cornell.edu/general/college-pages/arts-sciences/arts/](http://www.career.cornell.edu/general/college-pages/arts-sciences/arts/)

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### **1. A&S Upcoming Career Events and Presentations**

For additional programs see the Cornell Career Services Calendar of Upcoming Events available in a brochure and updated regularly on the web at: [www.career.cornell.edu](http://www.career.cornell.edu) ->Upcoming Events. Unless otherwise indicated, programs last about an hour and presentations and workshops in other colleges are open to A&S students.

- 9/11 GUIDELINES FOR APPLYING TO GRADUATE SCHOOL, 4:35 p.m., CCS-103 Barnes Hall
- 9/11 A&S JUNIORS: PRE-MED ORIENTATION 4:35 p.m., Kaufmann Aud., Goldwin Smith Hall
- 9/12 ORIENTATION TO CAREER FAIR AND INTERVIEWING STRATEGIES 4:30 p.m., 115 Rockefeller Hall
- 9/17 A&S CAREER AND INTERNSHIP CONNECTION (CIC) NYC ORIENTATION, 4:35 p.m., Kaufmann Aud., Goldwin Smith Hall
- 9/17 CORNELL LAW SCHOOL INFORMATION SESSION, 4:00 p.m., G90 Myron Taylor Hall
- 9/18 PHYSICS MAJORS: CAREER AND GRADUATE SCHOOL INFORMATION, 4:30 p.m., 701 Clark Hall
- 9/18 INTERVIEWING AT MEDICAL/DENTAL SCHOOLS FOR 2003, 12:20 p.m., North Room, W.S.H.
- 9/18 GUIDELINES FOR APPLYING TO LAW SCHOOL, 4:35 p.m., CCS-103 Barnes Hall
- 9/19 HOW TO INTERVIEW FOR AN ANALYST POSITION AT AN INVESTMENT BANK,  
Dr. Alan Biloski, Professor, Johnson Graduate School of Management, 4:45 p.m., HEC Aud., Goldwin Smith
- 9/23 DIVERSITY NETWORKING EVENT, 5:00p.m., Barnes Hall Auditorium – register in 100 Barnes Hall

- 9/24 GOLDWATER SCHOLARSHIP INFORMATION SESSION, 4:35, CCS-103 Barnes Hall
- 9/24 CAREER FAIR, GENERAL INTEREST, 10:00 a.m. – 4:00 p.m., Barton Hall
- 9/25 CAREER FAIR, TECHNICAL AND ENGINEERING, 10:00 a.m. – 4:00 p.m., Barton Hall
- 9/25 CHEMISTRY MAJORS: CAREER AND GRADUATE SCHOOL INFORMATION, 4:35 p.m., 119 Baker
- 9/25 CAPITOL SEMESTER: INTERNSHIPS IN NYS GOVERNMENT, 4:30 p.m., 162 MVR
- 9/26 A&S: CAREER PLANNING: SELF ASSESSMENT AND BEYOND, Three-session workshop continues Oct 3 and Oct 10, 4:35 – 6:00 pm, 160 Goldwin Smith. Pre-registration in 61 Goldwin Smith and commitment to all three sessions required.
- 9/26 CASE INTERVIEWING WORKSHOP BY CAPITAL ONE FINANCIAL, 4:45 p.m., 155 Olin Hall
- 9/29 JUNIORS: PRESTIGIOUS SCHOLARSHIPS (Truman/Goldwater/Udall) 4:35pm, 103 Barnes
- 9/30 HOW TO SUCCEED IN THE JOB INTERVIEW BY JOHNSON & JOHNSON 4:30 p.m., 155 Olin Hall
- 9/30 LAW SCHOOL APPLICATIONS PANEL DISCUSSION, 4:30 pm., Auditorium D, Goldwin Smith Hall
- 9/30 PUBLIC HEALTH CAREERS FOR THE 21<sup>ST</sup> CENTURY, 4:35 pm, 103 Barnes Hall
- 10/1 LAW SCHOOL DAY, 11:00 a.m. – 2:30 p.m., Memorial Room, Willard Straight Hall
- 10/2 GRADUATE AND PROFESSIONAL SCHOOL DAY, 11:00 – 2:30 p.m., Memorial Room, WSH
- 10/22 UDALL SCHOLARSHIP INFORMATION SESSIONS, 4:35, CCS-103 Barnes Hall

## **2. Career Fairs and Recruiting Events This Fall**

**Cornell Career Fair 2002:** over 150 companies and organizations -- ranging from Fortune 500 companies to government and not-for-profit organizations.

•**General Interest Career Fair**, Tuesday, September 24, 2002, 10:00 a.m. - 4:00 p.m., Barton Hall

•**Technical & Engineering Career**, Wednesday, September 25, 2002, 10:00am - 4:00pm, Barton Hall

•**Diversity Event**, Monday, September 23, 2002, 5:00-8:00 p.m. Barnes 3<sup>rd</sup> floor Auditorium and Memorial Room, Willard Straight Hall – Pre-register in 100 Barnes Hall

**Career and Internship Connection (CIC):** An opportunity for students from selective liberal arts colleges and universities to network and interview with companies in New York City in October, Boston in January, and Washington D.C. in January. Participating employers represent the following fields: Advertising, Banking and Financial Services, Biotechnology, Consulting, Communications/Public Relations, Education, Health and Human Services, and Law. See the calendar above for CIC orientation program dates.

**New York Recruiting Consortium (NYRC):** Provides an opportunity for Arts and Sciences and Human Ecology seniors to interview with companies in New York City over winter break. Orientation for NYRC begins in the fall semester, see the calendar above for dates.

**A&S On-Campus Recruiting:** Offers currently enrolled undergraduate and graduate students in the College of Arts and Sciences the opportunity to interview on campus for positions following graduation, as well as a small number of summer internships. On-campus recruiting starts early with the first resume submission deadline being in early September. On-Campus Recruiting employer schedules are available on Cornell InterviewTrak at, <http://www.career.cornell.edu/students/jobs/OCR/ocr.it.html>

### **3. Register with Career Services to get job/internship/grad school related emails**

**All A&S Students are advised to register a Career Interest Profile!**

**Register:** To receive e-mail notification about jobs, internships, alumni visits, on-and off-campus recruiting and other career services programs, let us know how to reach you – register with Cornell MonsterTrak – complete the Career Interest Profile at [www.career.cornell.edu](http://www.career.cornell.edu).

**Update your information:** If you've already registered, but have changed your address, your class status or your interests, make sure to take a few minutes to update your Interest Profile information!

### **4. Important Note on Applying to “for credit only” Internships**

The College of Arts and Sciences does not accept academic credit for nonacademic work. If you are planning to apply for, or have accepted, a “for credit only” internship, please make an appointment with Diane Miller in Arts and Sciences Career Services to discuss the options available to you.

### **5. Seniors: Prepare for Life After Cornell!**

**Register for career services by completing your Career Interest Profile:** [www.career.cornell.edu](http://www.career.cornell.edu)

**See InterviewTrak for on-campus recruiting and Cornell MonsterTrak for job postings.**

Make sure to read Cornell Career Services' recruiting policy when you register for on-campus recruiting.

**Contact alumni** to research career fields of interest to you through our Career Contact Network.

[www.career.cornell.edu/general/careercntctnetwk.html](http://www.career.cornell.edu/general/careercntctnetwk.html)

**Prepare your resume.** The resume submission deadline for employers scheduled for the earliest on-campus recruiting dates are posted on InterviewTrak in early August. Check there for specific job descriptions and updated deadlines. While Cornell Career Services provides the information, it's your responsibility to check back regularly for updates and to let us know if you have questions or concerns.

**Open a credential file** to house letters of reference for future employers, graduate or professional school admissions or fellowships. <http://career.cornell.edu/general/credentialservice/InterfolioMain.html>

**Consider applying for a fellowship.** If you're an excellent student and have distinct fields of interest, contact Beth Fiori, Fellowships Coordinator, in 103 Barnes Hall,.

[www.career.cornell.edu/students/grad/fellowships/prestigious.html](http://www.career.cornell.edu/students/grad/fellowships/prestigious.html)

**Thinking about applying to law school?** A dean's certification is required by some law schools to confirm that applicants have not been involved in academic or disciplinary transgressions as undergraduates. The certification is generally a formality and will be handled by A&S Career Services. The dean's certification process takes several weeks to complete. To ensure that your dean's certification is received by the law school, by its application deadline for admissions, please follow the guidelines at [www.career.cornell.edu/general/college-pages/arts-sciences/deancert.html](http://www.career.cornell.edu/general/college-pages/arts-sciences/deancert.html)

## **6. Fellowships and Scholarships**

Fellowships and scholarships offer generous financial support and excellent opportunities for study or work. If you want to receive fellowship funding beginning the fall after graduation from Cornell, your application timetable would look like this:

- Junior Year

identify appropriate fellowships

approach faculty for advice and letters of recommendation

consult with the Fellowship Coordinator if the fellowship requires University endorsement

- Senior Year

prepare and submit applications

interview, if required

receive award notification

Generally you should expect to apply in the fall of the year preceding the year you would receive funding.

Contact David DeVries in 172 Goldwin Smith Hall or Beth Fiori in 103 Barnes Hall; details at:

<http://www.career.cornell.edu/students/grad/fellowships/fellowshipTOC.html>

## **7. Arts and Sciences Career Services, 61 Goldwin Smith Hall, 255-4166**

*Open year-round Monday – Friday, 8:00 a.m. – 4:30 p.m. Our library is open to the Cornell community; our job is to further your career development. We welcome your questions in person, by phone or e-mail!*

**Lisa Harris, Director:** advises humanities majors, students interested journalism and publishing and legal careers, and law school applicants. For Dean's Certification letters, see: [www.career.cornell.edu/general/college-pages/arts-sciences/deancert.html](http://www.career.cornell.edu/general/college-pages/arts-sciences/deancert.html)

**Diane Miller, Assistant Director:** advises social science, foreign language and area studies majors, and students interested in advertising, marketing, public relations, teaching and international careers.

**Irene Komor, Career Counselor:** advises mathematics, computer science, biological and physical science majors and provides in-depth career counseling and testing for students from every A&S major.

**Judy Thayer, Administrative Assistant:** schedules advising appointments and coordinates Dean's Certification letters for Arts and Sciences students applying to law schools.

**Student Career Ambassadors:** provide resume and cover letter critiques daily during the academic year – no appointment necessary. Schedule posted in 61 Goldwin Smith Hall. Stop by soon and say "Hi!" to the 2002-2003 first semester crew: Zahra Aziz, Emily Hinman, Isabelle Liberman, Elidor "Dori" Mehili, Keri Rodgers.