Phase 1 (when you arrive)
- Acclimate to your new surroundings.
- Participate in Orientation for Columbia University and your program/department.
- Build your language skills and cultural competency.
- Visit our website to discover CCE resources. www.careereducation.columbia.edu

Phase 2 (your first semester +)
- Start your job search process.
- Assess your interests, values, and skills.
- Research and discover career options and resources.
- Prepare documents for job search including resumes, CVs, and cover letters.
- Practice and develop interview skills.

Phase 3 (6-9 months before graduating)
- Gain Experience through internships and volunteering.
- Build your network through LinkedIn, student groups, and your department.
- Visit ISSO and make sure you know about your visa and your options for OPT and CPT.

Phase 4 (after graduating)
- Maintain connections with Columbia as part of the Alumni Association, and stay in touch with your department and peer group.
- Give back by participating in events such as panels and networking evenings.

For a more specific Ph.D. timeline and other Ph.D. resources please visit www.careereducation.columbia.edu.
OFF-CAMPUS JOBS AND INTERNSHIPS

LionSHARE is a full-service online recruiting system encompassing job and internship postings, on-campus recruiting opportunities, and events such as employer information sessions and career fairs. The system is for the exclusive use of Columbia students and alumni. Please familiarize yourself with the policies and expectations for using LionSHARE and the On Campus Recruiting Program.

INTERNATIONAL JOBS AND INTERNSHIPS

Please find volunteer, full-time, part-time, and internship opportunities on the Center for Career Education’s “International Opportunities Resources” page.

VOLUNTEERING

You can gain work experience, build your skills, and strengthen your resume by volunteering with community organizations.
- Community Impact at Columbia University www.communityimpactatcu.org/ci
- Idealist www.idealist.org
- NewYorkCares www.newyorkcares.org

FELLOWSHIPS & SCHOLARSHIPS

- GSAS Fellowships Database www.ais.columbia.edu/ssl/gsas/search.php
- International House Scholarships & Fellowships www.ihouse-nyc.org

NETWORKING AND INFORMATIONAL INTERVIEWING

- Columbia University Student Organizations
- LinkedIn.com Columbia Groups
  - Columbia Career Connections
  - Columbia Alumni Association Network
  - IvyLife
  - IvyLife-Columbia
- Professional Associations & Organizations

CENTER FOR CAREER EDUCATION (CCE) EVENTS

September
- Fall Career Fair

CCE RESOURCES

On the CCE website (www.careereducation.columbia.edu/resources/library) you will find a variety of online resources providing everything from career exploration and industry research to international job listings. For access, use your Columbia UNI and password.
- Vault provides comprehensive industry guides, job postings, and career management services.
- Wetfeet posts trends, markets, major players, and jobs in leading industries.
- Going Global lists international jobs and internships.
- Versatile PhD discusses careers outside academia.
- Uniworld provides a directory of US firms in foreign countries and foreign firms in the US.

ENGLISH LANGUAGE CLASSES

Free Resources
- Riverside Language Program: www.riversidelanguage.org/intensive-english-classes
- New York Public Library ESOL Online Resources
- ESL Café
- Meetup.com has many language groups that meet regularly in NYC.

Columbia Classes and Programs
- American Language Program www.cc.columbia.edu/American-Language-Program
- Teachers College Community English Program (CEP) www.tc.edu/centers/communityenglish/

ADDITIONAL RESOURCES

- Emergency: 911
- Columbia Emergency Service: (212) 854-5555
- Columbia Health Services: (212) 854-2284
- St. Luke’s Roosevelt Hospital Emergency Room: (212)-523-4000
- Columbia Psychological Services: (212) 854-2878
- Columbia Public Safety: (212) 854-2797
- International Students and Scholars Office (ISSO): (212) 854-3587
- Off Campus Housing Office (OCHA): (212) 854-2773
- Ombuds Office: (212) 854-1234
- United Campus Ministries: Earl Hall: (212) 854-6242
  St. Paul’s Chapel: (212) 854-1487