

CAREER CHECK-LIST

Start on these items immediately following admission to a Terry major:

- CONNECT WITH UNDERGRADUATE STUDENT SERVICES (USS)**
Want to get involved or build a job search strategy? Meet with a USS member to sharpen your Terry Edge. Email us to schedule an appointment!
Sharen Phinney, *Director* (sphinney@uga.edu)
Kim Smith, *Assistant Director of Corporate Engagement* (kimsmith@uga.edu)
Laura Hogan, *Internship and Recruiting Coordinator* (lchogan@uga.edu)
Kayla Hendrix, *Finance Career Coordinator* (kaylahendrix@uga.edu)
Lyndie Mangel, *Assistant Director of Student Engagement* (lmangel@uga.edu)
Sarah Allgood, *Special Programs Coordinator* (sallgood@uga.edu)
Samantha Sharp, *Student Engagement Coordinator* (samantha.sharp@uga.edu)
Sharnice Brown, *DEI Student Success Coordinator* (sharnice.brown@uga.edu)
- CONNECT WITH THE UGA CAREER CENTER**
Visit career.uga.edu/virtual_resources for a list of career support available in the form of appointments, programming and resources – or call (706) 542-3375 for more information.
- UPDATE YOUR RESUME**
The UGA Career Center offers numerous resources to help with your resume, including resume reviews. Continue to build your resume by participating in Terry, UGA and community organizations and activities.
career.uga.edu/appointments | t.uga.edu/7NL
- EXPLORE HANDSHAKE**
Become familiar with Handshake, managed by the UGA Career Center, in order to apply for internships and full-time positions: career.uga.edu/handshake
- ATTEND TERRY AND CAREER CENTER EVENTS**
Each week of the semester is filled with networking opportunities. Read a complete list in *This Week at Terry* and Career Center emails.
- JOIN TERRYCONNECT**
TerryConnect is an online networking community and program/event platform for Terry students and alumni. Learn about industries, companies or cities of interest, receive career advice from experts, join special interest groups, engage in discussion boards, and build mentoring relationships with fellow students through Terry PeerLink. Join TerryConnect today: terry.uga.edu/terryconnect



Terry College of Business
UNIVERSITY OF GEORGIA

ADVISING CHECK-LIST

Complete all items BEFORE your appointment with your new Major Advisor:

- UPDATE YOUR MAJOR IN ATHENA**
Visit Athena “student” tab and go to “my programs” to add your new major. Download detailed instructions by navigating here: tinyurl.com/updateterrymajor
- SCHEDULE AN ADVISING APPOINTMENT**
Your advisor will send detailed instructions to your UGEmail account. Schedule academic advisement through the SAGE appointment calendar: sage.uga.edu
- NOTE APPOINTMENT DATE AND PARTICIPATE ON TIME**
Being late or missing your advising appointment may impact your ability to register for classes on time. See the Terry Policy for Scheduling Academic Advising Appointments: terry.uga.edu/academics/advising
- REQUEST TRANSCRIPTS FOR MISSING COURSEWORK**
If applicable, make sure all coursework completed at other institutions is visible in DegreeWorks. If it is not, send a copy of your transcripts from other institutions to your Terry advisor prior to your appointment. For coursework to be transferred to UGA, you must have official transcripts sent to UGA Admissions.
- CHECK YOUR UGAMAIL ACCOUNT DAILY**
The Terry College and major advisors communicate official information to students regularly through UGEmail, and SAGE sends appointment reminders to your UGEmail account.

YOUR FEEDBACK IS IMPORTANT TO US!

Be sure to complete the advisor survey after your appointment:

terry.uga.edu/advisorsurvey



Terry College of Business
UNIVERSITY OF GEORGIA