

## SECTION 3

# CAREER DEVELOPMENT RESOURCES AT MSU

Job searching in the U.S as international students can be overwhelming. But you are not alone. We have Career Advisors, Immigration Advisors and all the resources available right here on campus to help you. Find out where to find support and who can help you along the way.

**How to prepare for a Career Advising appointment**  
**MSU Career Services Network**  
**Office for International Students and Scholars**  
**Resources and materials**

# PREPARE FOR A CAREER ADVISING APPOINTMENT

## Learn about the MSU Career Services Network

With support all across campus, you can<sup>1</sup> [find the career advisor that is right for you](#) and your interests. Career Services has advisors in every college on campus.

## What do Career Advisors do?

Career advisors are specialists that help you explore your interests and the resources on campus, prepare for internships, interviews, and the job search process by helping with resume and cover letter creation, practice interviews, and search strategies. They help connect you with organizations and opportunities and for life after MSU. Typical career advising topics include:

- Major & Career Exploration ([what can I do with my major?](#))
- Getting Involved in Campus Activities
- Resume & Cover Letter Writing
- Job and Internship Search Strategies
- Interview Preparation and Practice Interviews
- Graduate School Options and Application Preparation
- Professional Portfolio Development
- Job Offer Evaluation & Decision-Making
- Navigating<sup>3</sup> [Handshake](#) and other<sup>4</sup> [online tools](#)
- Professional Networking and Using<sup>5</sup> [LinkedIn](#)
- Career Event/Career Fair Preparation
- Other Career-Related Topics

1. <https://careernetwork.msu.edu/services-locations/where-we-are.html>

2. <http://whatcanidowiththismajor.com/info.html>

3. <http://careernetwork.msu.edu/services-locations/handshake/>

4. <https://msucareertools.campuscareerinnovations.com/>

5. <https://www.linkedin.com/>

# PREPARE FOR A CAREER ADVISING APPOINTMENT

## **Make an appointment with a Career Advisor through Handshake.**

Create your Handshake account by visiting [careernetwork.msu.edu](https://careernetwork.msu.edu). Handshake is MSU's system for career advising, career events, and thousands of jobs and internships, just for MSU students.

To make an appointment, log into Handshake, complete your profile, and then click on "Career Center" and then "Appointments." Select the type of appointment that you would like, and then select an appointment with the staff member from your college or one that sees "All Majors."

## **What should I bring to my career advising appointment?**

What you bring depends on what you hope to gain from your appointment!

Are you looking for a job on campus? Would you like to learn more about the kinds of careers available with your major? Do you need your resume reviewed? Do you need help finding an internship? If you have documents you would like reviewed, bring along paper copies. If you have a specific job you'd like to apply to, bring a print out of the job description, or write down the link. You could also bring a list of questions you have or goals you hope to achieve during your appointment.

## **When should I see my Career Advisor?**

At least once a year, and at key times when you need support in your career development. Whether it be thinking about how adding a minor or major might change your career trajectory, wondering how to incorporate new experiences on to your resume or how to talk about them in interviews, preparing for career fairs, or where to find the kind of internships that will prepare you for life after MSU.

# INTERNATIONAL STUDENT CAREER RESOURCES

## International Student Employment Guide

This is the guide you are looking at right now! This guide includes all the basics for international students, employers and Career Advisors about international students employment.

## Career Path for International Students Video

Refer to *Career Path for International Students* video found on The Office for International Students and Scholars' YouTube page. It is a great way to get you started! <https://www.youtube.com/watch?v=zTwFHzagRio&t=63s>

## Career Handbook

MSU's Career Services Network has developed award-winning career guides to help students—from freshmen to seniors—prepare for life after college. Click the links below to see guides for the most popular topics, or go to <https://careernetwork.msu.edu/>

## BUS102: International Student Career Certificate

BUS 102 is a one credit free tuition class that trains international students on job searching skills, and practice with a guaranteed paid 10 hours/week on-campus job. The class is in Spring semester and is 10 weeks long. The enrollment is application based, which will be posted on HandShake in the middle of the Fall semester.

## OTHER RESOURCES

### MyVisaJobs

Reports for H1B Visas and  
Visa Sponsor Profiles  
<http://www.myvisajobs.com/>

### GoinGlobal

Provides information on employers who have petitioned for H-1B visas as well as cultural and networking information.  
<http://www.goinglobal.com/>

### Global Talent Retention Initiative of Michigan

Lists employers interested in hiring international students and posts available positions and provides information to employers as well. <http://www.migtri.org/>

### MSU Career Services Network International Students webpage

Has all the information international students need to get started on their career development - from communication tips, programs, internships and jobs just for them.  
<https://careernetwork.msu.edu/resources-tools/student-resources/resources-for-international-students.html>

### American Immigration Lawyers Association (AILA)

Offers a "find a lawyer" option.  
<http://www.aila.org/>

### United States Citizenship & Immigration Service (USCIS)

Check out the "Services and Benefits" Section  
<http://www.uscis.gov>

### InternationalStudent.com

Check out the "Job Search" section.  
<http://www.internationalstudent.com>

Note: OISS does not specifically endorse the resources listed above, but rather provides them for educational purposes.

# INTERNATIONAL STUDENT CAREER RESOURCES

## MSU Career Services

The Career Services Network (CSN) offers resources and programs to build your resume writing and interviewing skills, one-on-one career advising, career workshops and fairs, and connections to jobs and internships.

Address: 556 E. Circle Drive, room 113, MSU Student Services Building, East Lansing MI 48824

Phone: (517) 355-9510

Email: [CareerServices@csp.msu.edu](mailto:CareerServices@csp.msu.edu)

Website: <http://careernetwork.msu.edu/>

Mon-Fri: 8:00am - 5:00pm

## Office for International Students & Scholars (OISS)

OISS can explain your U.S. work authorization options, assist you with the proper documentation, and give you tips on how to talk to employers about your immigration status.

Address: 427 Shaw Lane, Room 105, International Center, East Lansing MI 48824

Phone (517) 353- 1720

Email: [oiss@msu.edu](mailto:oiss@msu.edu)

Website: <https://www.oiss.msu.edu>

Drop In Hours: Monday-Friday, 1-3pm