

CAREER OFFICE CHECKLIST

CAREER OFFICE	Career Office	
	School profile	
	CEEB code	
USEFUL PLATFORMS	College board	
	UCAS	
	CommonApp	
	BridgeU / other	
	Meto	
	Match Concourse	
	Universitaly	
	AppyBoard	
	Studieling	
ACCESS to ACADEMIC DOCUMENTS	Transcript	
	IGCSE / O level Results	
	AS Level Results	
	A level Predicted Grades	
	A level Results	
PSYCHMETRIC TESTS	Career Test	
	Learning Style Test	
	Personality Test	
REQUIRED TESTS (some are optional)	Other Test: SAT, ACT, PAT etc	
	English Proficiency Tests (IELTS, TOEFL, PTE, Duolingo etc)	
	Medical tets (UCAT, IMAT, MCAT etc)	
UNIVERSITY ENGAGEMENTS	University Fairs	
	Online Webinar	
	Face to face Seminars by University Representatives	
COLLEGE COUNSELLOR TRAININGS	Participating University Webinars	
	CPD Certificates on Coursera, EdX etc	
	Master degree in related field (Counselling, Psychology)	
	Participating to Counsellor Fly-Ins	
	Participating to Annual IACAC Conference	
NETWORKING	LinkedIn Account	
	IACAC Membership	
	NACAC Membership	
	Facebook Communities etc	