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FOR USE WITH FOCUSv2 for Your  
**Statement of Career Goals &  
Statement of Educational Goals**

Use the following outline to help you state your Career and Educational Goals within FOCUS under the *Career Readiness* section. This information will appear in *Your Personal Portfolio* that you build upon completion of the program. Place this in your Career Planning Portfolio (CPP) for future reference. (For details about your CPP, please refer to [www.citadel.edu/career\\_services/Students/Fall08/CPP/CPP\\_Packet.doc](http://www.citadel.edu/career_services/Students/Fall08/CPP/CPP_Packet.doc)).

1. **What is your Initial Target upon graduation?** Be as specific as possible. What type of job and type of employer (indicate specific employer) OR what type of graduate study and which university?
2. **Where is your Initial Target Position/Graduate Program located?** Region/city?
3. **What is your Long-Term Career Goal?**
4. **Specify your Career Goal Timeline.** How will you get from graduation at The Citadel to your long-term goal? Is graduate school a part of your timeline? If so, when? Which program?
5. **How will you gain your Target Position/Graduate School Admission?** What specific steps will you take?
  - 1.
  - 2.
  - 3.
  - 4.
  - 5.
6. **List the 10 Employers or Graduate Schools (depending on your goals) of greatest interest to you.**