



a newsletter for parents & families

## March 2015

### Seasonal Student Issues

There's a seasonal ebb and flow when it comes to student issues. Here are a few things your student may be experiencing this month:

- Mid-semester slump and sickness
- Making plans for next year — housing, classes and financial aid
- Hidden conflicts between roommates and friends begin to arise
- Mid-term anxiety
- Excitement or depression about Spring Break plans
- Changing or deciding on a major
- Melancholy due to ongoing winter weather

### Being In Tune with Your Student

It's a busy season, as midterms, job searches, work, activities and a social life often surround your student. How can you stay in tune with your daughter during this hubbub? Here are some suggestions . . .

**Know What's Up.** Do you know what classes your student is taking? What activities she's involved with? The names of some of her friends? Having these kinds of details in mind can help you have more in-depth, in-tune conversations about what's going on in your daughter's life and the people who populate it!

**Mark Dates Down.** During a quick call or text, you may find that your student has an English paper due on March 20th, that she is helping to run a program on March 16th and that a friend is visiting her the weekend of March 27th. Jot these things down on your phone or a calendar so you can provide encouragement before something happens and/ or follow up once it's over.

**Call During Down Time.** Instead of waiting until you're out of work or for a weekend to creep around, consider giving your student a quick call during *her* down time. That may be during your lunch

break, yet you're bound to have a more relaxed conversation if she isn't rushing to get somewhere.

**Don't Just Rely on the Past.** Chances are that you and your daughter share special memories and silly traditions. Those are oh-so-valuable! Yet just be sure that you're not solely relying on these past memory-makers to connect with your student in the present. Instead, think about new traditions you can create, too. For instance, this might be the year to send a care package from the family dog or to bombard your daughter with a dozen funny postcards from local hotspots or to celebrate Taco Tuesdays!

Tuning in to your college student, whether or not there is distance in the mix, is definitely doable — and very worthwhile.



# Becoming Resume-Ready



## Becoming Resume-Ready

### It's Not Just for Seniors!

There's no need to put off the creation of a resume, no matter where your student is in her college career. Developing and then tweaking a resume annually, if not more frequently, is a smart approach because it allows students to explore their accomplishments and their goals. Plus, they'll be ready to apply as soon as that desirable job, leadership position or internship comes along!

### Questions to Ask

You can help your daughter consider her resume by posing questions such as:

What is your objective? (i.e. to gain an internship within a particular field,

to gain a summer job, etc.)

- What jobs have you held thus far? (including summer and campus jobs)
- What leadership positions or involvements would you like to highlight to show various skills? (i.e. played soccer, publicity coordinator for campus activities board, volunteered with local arts council, etc.)
- What special skills might you spotlight? (i.e. speaking another language, knowing how to create a webpage, etc.)
- Do you have samples of your work to get a portfolio started? (i.e. publications, lesson plans, posters for events, etc.)
- Who would you trust to serve as a reference, should you be asked for one? (consider supervisors, coaches, advisors, professors, etc.)

Putting all of this information, along with any samples for a possible portfolio and contact details, in one place — such as a special computer file — can help your student stay organized, too.

Then, for help putting her resume together in a concise, professional manner, your daughter can visit John Quinn, Career Services Coordinator, in the Achievement Center. She doesn't have to be a senior to get help! In fact, John *welcomes* students who want to get a jump on their career exploration process. While she's there, she can take career inventories and get valuable guidance.

Getting resume-ready... it's not just for seniors anymore!

### Gathering Details

Half the battle when creating a resume is remembering specifics. Encourage your student to jot down details now about:

- Jobs/leadership positions held
- Timeframes
- Employer/advisor contacts

You can even help by brainstorming with her!

Digging up this information years after the fact can be frustrating. Having it all in one place makes the whole resume process much, much smoother.

## Dressing for Success

Interview season is officially upon us! Your daughter may be interviewing for summer positions, internships or part-time jobs. Whatever the case may be, here are some tips from the pros to help students dress for interview success:

- Wear well-tailored, neutral-colored skirt suits or pantsuits that fit well.
- Put a white or light-colored blouse under the suit. Make sure it's not too sheer or low-cut.
- If you don't have a suit, nice pants can be paired with a button-down shirt, a silk blouse or a fine-gauge wool sweater.
- Keep makeup to a neutral palette with slight application.

- Keep accessories to a minimum and avoid flashy jewelry.
- Wear dark shoes with without an open toe.
- Opt for a more conservative look instead of one that is trendy and flashy.

Carry a leather notebook or portfolio that's big enough to hold a resume and notepad.

**Sources:** Georgia State University Career Services; Syms Dress to Achieve

### Visual Aids

The Old Dominion University Career Management Center offers some visual ideas about dressing for success on their Pinterest board at [www.pinterest.com/oducmc/dress-for-success-college-version](http://www.pinterest.com/oducmc/dress-for-success-college-version). You can also find ideas from Georgia State University at [www.pinterest.com/connect2ucs](http://www.pinterest.com/connect2ucs).

## Celebrating That First Day of Spring!

March 20th is the first day of spring this year — a great cause for celebration in many nooks of the world! Consider putting together a “Spring Has Sprung!” care package for your daughter that might include . . .

- ♦ A packaged seed & soil kit to grow herbs or flowers on the windowsill
- ♦ A Frisbee
- ♦ Those squishy marshmallow Peeps candies
- ♦ A Slinky (it looks like a “spring”) 😊
- ♦ A baseball cap for all the sun she’ll be facing
- ♦ Flower-shaped post-it notes
- ♦ A stuffed baby animal like a chick or bunny

- ♦ A new book or magazine to read outside
- ♦ Trail mix to munch on during a hike with friends

When it comes to spring, the possibilities are plentiful!



This year College of Saint Mary is celebrating its 18<sup>th</sup> annual Spirit of Service Day. Spirit of Service Day is a day-long event where over 300 students, faculty, staff and alumna volunteer at over 30 non-profit organizations in the Omaha metropolitan area. This year’s event is on Thursday, April 16<sup>th</sup> and is poised to be our largest service day yet. We hope that your daughter takes the opportunity to join in this event. Look for photos throughout the day as they are posted on our CSM Facebook, just search College of Saint Mary!

## Fostering Leadership at CSM through Leadership Launch Program!

Now entering its 14th year, Leadership Launch fosters leadership of newer members within student organizations and emerging first and second-year leaders in the College of Saint Mary community. Graduates of this program have led or started student organizations on campus, and they have held leadership roles such as being Resident Advisors (RAs).

Students may apply for entry to the Leadership Launch program in November each year. They must be nominated by a College of Saint Mary faculty or staff member and also meet the following criteria:

- Display a determination to be a leader on campus or in career and life.
- Have a minimum 2.5 GPA or have been admitted in good standing to College of Saint Mary.
- Be a first or second-year student.
- Be available to attend bi-weekly sessions January through March.



The 2015 Leadership Launch Class learned about becoming action-oriented by volunteering their time at the Open Door Mission on Wednesday, February 18.



## Do You Qualify for College Tax Credits?

During this tax prep season, it's worth seeing if you're eligible for either of two college tax credits from the IRS, the American Opportunity Tax Credit and the Lifetime Learning Credit. Both are available to taxpayers who pay qualifying expenses for an eligible student, but only one can be claimed for a particular student in a particular year.

According to the IRS, students will normally receive a Form 1098-T from their institution by the end of January that shows information about tuition paid or billed, along with other information. Taxpayers are encouraged to see the instructions to Form 8863 and Publication 970 for details on properly figuring allowable tax benefits.

To help determine if you're eligible for certain educational credits or deductions, tap into the IRS's 10-minute Interactive Tax Assistant tool at [www.irs.gov/uac/Am-I-Eligible-to-Claim-an-Education-Credit%3F](http://www.irs.gov/uac/Am-I-Eligible-to-Claim-an-Education-Credit%3F).



**Source:** College Tax Credits for 2014, [www.irs.gov/uac/Newsroom/Back-to-School-Reminder-for-Parents-and-Students-Check-Out-College-Tax-Credits-for-2014-and-Years-Ahead](http://www.irs.gov/uac/Newsroom/Back-to-School-Reminder-for-Parents-and-Students-Check-Out-College-Tax-Credits-for-2014-and-Years-Ahead)

## CSM Dates to Remember:

- \* **Monday, March 2 to Friday, March 6: Mid-Terms**
- \* **Tuesday, March 3: Celtic Cabaret Concert with Jill Anderson**
- \* **Wednesday, March 4: Softball vs. Peru State**
- \* **Saturday, March 7: TEAS (Nursing) Workshops for Math/Science and English/Reading**
- \* **Saturday, March 7 and Sunday, March 8: Softball vs. Dakota State University**
- \* **Monday, March 9 to Friday, March 13: SPRING BREAK—NO CLASSES**
- \* **Sunday, March 22: Softball vs. Mount Marty College**
- \* **Tuesday, March 24: Health Fair**
- \* **Wednesday, March 25: Softball vs. Northwestern College**
- \* **Friday, March 27: Lenten Reconciliation Service**
- \* **Sunday, March 29: Palm Sunday Mass**
- \* **Monday, March 30 to Friday, April 10: Focused Registration for Fall 2015**



## Greetings from the Vice President for Student Development!

Dear Parents and Families,

I try to share information in this newsletter that might be helpful and fun for you, to increase your awareness of issues and resources, as well as share topics you may want to communicate about with your daughter. Later this month, I will be sending you a short five question online survey to evaluate the helpfulness of this newsletter. Please know that I would love to hear your ideas! Have a great month—here's hoping spring arrives soon!

Sincerely,  
Tara Knudson Carl, Ph.D.

