

4 STEPS

// to Advancing Your
Career and Achieving
Your Goals

Northeastern
University



There's no need to keep waiting, because the future you want is closer than you think.

THE NEXT STEP IS IN YOUR HANDS.

Whether your next goal is //

...gaining experience to earn that next big promotion,
...changing fields to pursue your dream job,
...earning that degree you've always wanted to complete,
...or learning new skills to get a passion project off the ground...

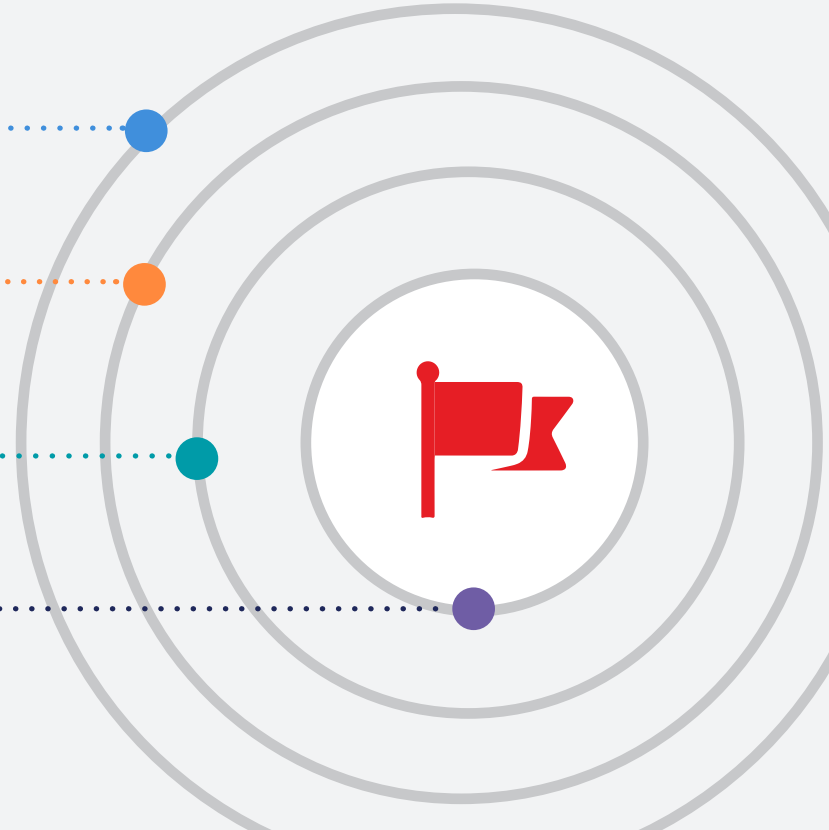
a degree or certificate can help you get there.
If you're thinking about returning to school to achieve your goals, here's what you should be thinking about to get started.



**TAKE THE
FIRST STEP!**

Achieving your goals requires


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Step 1

GET FOCUSED






// Advancing yourself and your career takes focus and a clear understanding of your goals.

Once you've figured out exactly what it is you want to achieve, it's easier to determine if and how returning to school can help you get there.

While we can't decide if a degree or certificate is the right next step for you, we can give you information and insight so you can make the best decision for yourself.

Start by asking yourself these questions to narrow your focus.





What are my
career goals?


Important Questions to Ask Yourself Before Returning to School

38% of employers have raised their educational requirements over the past 5 years.

Depending on your career goals, returning to school might be the next step to get where you want to be.

Think about where you are professionally—in your industry, function, and position—and consider where you want to go. Where do you hope to be in five years? 10?

Now think about the people who have that job you want in five or 10 years. What experience and education do they have? What types of education and experience do you need to get where they are?



Why am I considering going back to school?

Reflect on your goals and plans for your career, and consider why you're returning to school. Do you aspire to earn a degree? Do you need a degree to secure that next big promotion? For some people, furthering their education provides a great sense of personal achievement—boosting their confidence and self-esteem.

It's also important to identify who or what is at the core of your decision. Is it for your family, your career, or yourself? Regardless of your motivations, being honest about your intent can help you feel clear about your goals.



What are my hesitations?

What's keeping you from going after your goals? Question your objections. Then do some research to see if your concerns have merit. For example, if you're wondering if a college degree is really worth it, learn more about the value of a bachelor's or master's degree to decide for yourself if earning one will help you reach your goals. Also, take the time to read the stories of students who have completed a bachelor's or graduate program to see how a degree helped them advance.

Step 2

OVERCOME YOUR DOUBTS



Will there be other students like me in a bachelor's completion program?

How will I balance work and life with grad school?

Will a graduate degree advance my career?

Will I be able to keep up in a bachelor's completion program?



Can I afford to enroll in a bachelor's completion program?

Which graduate program is right for me?



// Reaching lofty goals often requires going out of your comfort zone.

If you're having doubts or feeling overwhelmed by the process of returning to school, you're not alone. Countless others have similar fears and have continued on to find success.

Plus, we've got your back. The application process is simple, and we have dedicated resources to help you every step of the way.

Start by following these tips to help overcome your doubts and move forward.

4 Tips for
**BALANCING
WORK, LIFE,
AND SCHOOL**





Find a Program that Fits Your Lifestyle

You might be tempted to wait until you “have the time,” but when it comes to achieving your goals or dreams, you’ll find the time. Northeastern’s programs are **specifically designed for working professionals**, so you can find a program that flexes to your schedule.



What

150+ customizable degree and certificate programs in in-demand disciplines, including:

- **Analytics**
- **Business**
- **Education**
- **Healthcare**
- **Security**
- **Science and Technology**



Where

Northeastern has a global network of campuses to choose from, including:

- **Boston**
- **Charlotte**
- **San Francisco Bay Area**
- **Toronto**
- **Seattle**
- **Anywhere (online)**



When

Northeastern's flexible part-time or full-time programs allow you to learn whenever it's most convenient for you. Many of our programs offer multiple start dates throughout the year.

- **Spring**
- **Summer**
- **Fall**
- **Winter**



How

Choose how you want to learn, whether online, in-person, or a mix of both.

- **Online**
- **On Campus**
- **Hybrid**



Research Your Financial Options

If money is standing in the way of reaching your goals, it's time to explore your options. There are likely more options available than you think. Speak with a financial services representative to **uncover additional sources of funding** that can help make your dreams a reality—without taking a toll on your financial stability.

Scholarships and Grants

Northeastern awards need- and merit-based scholarships to bachelor's completion and graduate students to help them finance their education without taking on debt.

Included among Northeastern's available resources are:

- Regional Scholarships
- Parent and Family Scholarships
- Military-specific Scholarships
- Community College Scholarships
- Program-specific scholarships

Fellowships and Assistantships

Fellowships offer graduate students the opportunity to apply their talents at research centers, universities, and nonprofit organizations worldwide.

Northeastern offers research, teaching, and graduate assistantships funded through external grants.

Tuition Reimbursement

More than 83 percent of employers offer some type of educational assistance program, helping to defray the cost of degree coursework or similar professional development. Check with your HR department to find out what types of tuition assistance they offer, or put together a petition to start a program if the benefit doesn't currently exist.

On average, companies with tuition reimbursement programs spend between \$5,000 and \$6,999 per employee per year.



Refine Your Time Management Skills

It can be challenging to complete coursework on top of a hectic work schedule and a busy personal life. Make it a priority to hone your time management skills, which are crucial for both bachelor's completion and graduate students.

Create a schedule you can stick to that also leaves room for unexpected surprises, like a rush project at work.



Plan a coursework strategy that works for you, dedicating specific periods of time to schoolwork and letting people know that is “your” time.

Set up a process that works for you—even if that means completing coursework at 6 a.m.—and stick to it.

In fact, many of our students tell us they become better at time management and self-discipline by having to balance work, school, and life.





Keep Your End Goal in Mind

Balancing work, school, and family is challenging—whether in a bachelor's completion or graduate program—but countless others have done it. And so can you. The good news? You don't need to perform this balancing act forever. **Keep your end goal in mind** and remember that school might take a few years, but the payoff that comes with achieving your goals will last much longer.

Step 3


GAIN EXPERIENCE



**We know experience matters.
Nearly 80 percent of employers
say they prioritize knowledge and
applied skills over education
when making a hiring
decision.**



**Northeastern
programs
combine both.**




// For those looking to advance professionally, it's all about gaining new skills, knowledge, and experience.

At Northeastern, we built our foundation on the belief that the two elements that can best propel your career are experience and education.

Northeastern's programs combine academic study with work, giving you the skills and experience that will help you advance. Through hands-on learning opportunities, students use their classroom knowledge to develop solutions to real-world problems for their employers.

Start by following these tips to help overcome your doubts and move forward.



There Are
Many Ways to

**GAIN
EXPERIENCE
WHILE EARNING
YOUR DEGREE**



Internships and Co-ops

Explore hands-on learning in a real-world work environment. A co-op or internship lets you pursue full- or part-time career opportunities within your degree field, helping you refine your interests in the process.



In the Classroom

Take part in hands-on labs, real-world case studies, and interactive learning methods to help you acquire skills you can apply to your work the next day.

Project-based Work

Northeastern's [Experiential Network](#) connects students with employers through project-based work. This virtual program is a flexible option for working professionals who want to develop new skills and explore different career opportunities, all while building their network.

Service Learning

Northeastern's 73 service learning courses integrate academics and community-engaged projects. You can partner with community-based organizations, nonprofit organizations, or government agencies as a way to learn course material.

Research

Perform cutting-edge research with faculty who are among the best in their fields—all you need is curiosity, a strong work ethic, and the passion for making a positive difference in the world.



Global Opportunities

Northeastern's global programs, including international co-op and study abroad, give students the opportunity to work, study, and do research in more than 131 countries around the world.

Projects at Work

By partnering with sponsoring businesses and organizations, you can work on short-term, real-world projects to complement your academic work. Virtually over a six-week period, students and sponsors work closely in an authentic professional environment during which students produce deliverables that inform critical business decisions.

Step 4

ESTABLISH A SUPPORT SYSTEM



// Reaching your goals takes support.

Share your professional goals and educational plans with your family, friends, co-workers, supervisors, and mentors to establish a support system. Ask for advice, and don't be afraid to let them help you navigate this next step in your journey.

At Northeastern, we're committed to providing you with any additional support you may need. No matter where you are in your journey, we have the resources to help answer your questions. Here are some helpful links to help you move forward.

Graduate Programs

- > [Admissions Support](#)
- > [Applying as an International Student](#)
- > [Financial Aid and Scholarships](#)
- > [Academic and Career Advisors](#)

Bachelor's Completion Programs

- > [Admissions Support](#)
- > [Applying as International Student](#)
- > [Financial Aid and Scholarships](#)
- > [Academic and Career Advisors](#)



Northeastern's global network of business leaders, alumni, and students extends to thousands of organizations in more than 150 countries.

As part of the Northeastern network, you'll be connected to—and supported by—professionals and peers who will open the right doors, whether you are starting a career or advancing your business.

FAST FACTS



- Five campuses
- 245,000+ engaged alumni
- 33 alumni chapters worldwide
- Alumni delegates in 80+ countries
- University partnerships with 3,200+ businesses and nonprofits in more than 150 countries on seven continents
- Northeastern's Career Services ranked #4 in the nation by Princeton Review for seven consecutive years
- Ranked as a top 50 school by *U.S. News and World Report*

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READY TO TAKE THE NEXT STEP?

// Get in touch to learn more
about how Northeastern's
programs can help you reach
your goals and advance
your career.



Northeastern University