WHAT IS THE MY CAREER CENTER?
Ashford’s My Career is a career resource for students and alumni accessible 24/7 via the Student Portal. There are self-guided resources for all phases of career planning.

My Career allows current students and Ashford graduates to:
- Build or upload a resume and have it professionally critiqued before applying for jobs;
- Access job search and professional development resources including sample resumes and cover-letters;
- Search job opportunities posted by employers who are specifically seeking AU students and alumni;
- Request a coaching appointment with a Career Services Specialist;
- Utilize a personalized career plan;
- Connect with other Ashford University students, alumni, staff and potential employers;
- Register for upcoming webinars and events; and
- Access customized content such as college-specific and military resources.

WHAT’S NEW IN THE NEW MY CAREER PLATFORM?
The new platform has an exciting new look, more powerful tools, and more ways for our students to connect with employers, alumni, and staff.

My Career also has:
- A large library of videos regarding career topics;
- An online community where students can chat with peers, career specialists, and students from other universities;
- An interactive and downloadable app that allows on-the-go access (scheduled to launch in January 2017).

HOW DO I ACCESS MY CAREER?
Students and alumni can access My Career through the Ashford University Student Portal:
1. Log into the AU Student Portal.
2. Locate the Career and Alumni Services section (see career image).
3. Click the My Career link.

BESIDES THE PORTAL, IS THERE A WAY I CAN GET LIVE HELP FROM AN ACTUAL PERSON?
As an Ashford student or alumnus, you can use resources and tools from Career Services to search for jobs, plan your career, and achieve your greatest career potential. The portal gives you 24/7 access to career planning tools that allow you to navigate your career research any time of the day. In addition to the portal, our Career Services team can provide you with individual career guidance and job search assistance. To set up an appointment with one of our Career Services Specialists, call 866.974.5700 ext. 18779 or email careerservices@ashford.edu.
MY CAREER FAQ
FOR STUDENTS AND ALUMNI

CAN CAREER SERVICES HELP WITH MY RESUME?
Career Services can assist students with building a resume or review an existing resume. Please log into My Career and uploaded a resume for review.

WHY SHOULD I UPLOAD MY RESUME?
Besides the actual review and tips provided when uploading a resume, having an approved resume actually gives you access to our exclusive Hire-A-Champ Job Board. On this job board, you will find positions posted exclusively for our AU students and alumni.

HOW DO I PREP FOR INTERVIEWS? WHAT RESOURCES ARE AVAILABLE?
There are many resources available to prepare for interviews. Please visit the My Career site and click on the Resources Tab > Interview section. Here you will find documents and tools available to help you prepare. If you would like to conduct a Mock Interview with a Career Services professional, please call us to schedule an appointment. Contact the appointment line at 866.974.5700 ext. 18779 or email careerservices@ashford.edu.