

REQUEST FOR WORKSHOPS

Instructor name: _____ Extension: _____ Mail Code: _____

Class: _____ Section: _____ Email: _____

Room number: _____ # of Students in class: _____

Indicate workshop(s) requested and preferred date (please check):

- | | |
|--|--------------------|
| <input type="checkbox"/> Navigating the KCC Jobs Board | Date & Time: _____ |
| <input type="checkbox"/> Resumania | Date & Time: _____ |
| <input type="checkbox"/> How To Ace An Interview | Date & Time: _____ |
| <input type="checkbox"/> How To Land A Job | Date & Time: _____ |
| <input type="checkbox"/> Major Confusion | Date & Time: _____ |
| <input type="checkbox"/> Internship 101: The Nuts & Bolts of
Landing a Great Internship | Date & Time: _____ |
| <input type="checkbox"/> Etiquette in the Workplace | Date & Time: _____ |

*Please return to: **Mira Zaharopoulos - "CP"**. Fax: **x5366**. Phone: **x6502**. Thank you!*

Please indicate how you heard about this service:

- Interoffice mail
- Email
- Career Development Center Website
- Department Chairperson
- Career Counselor
- Other (Please specify): _____