STUDENT SERVICES

Career Services

Career Services provides a spectrum of services to assist students and alumni explore career options and obtain information in order to make well-informed decisions regarding majors, job preparation and job location. Professional staff members work with students and alumni to plan their careers and locate work-related opportunities through several programs.

Career Exploration and Planning

- Career Counseling: Confidential career counseling is provided on an individual basis for more in-depth career exploration. Assessments are often used to assist in identifying interest, abilities, and values - essential in choosing a satisfying major or career. These assessments may include a computerized questionnaire, the Myers Brigg Type Indicator (MBTI) personality type inventory, or Strong Interest Inventory (SII).
- Career Fairs: Held on a semester basis, these fairs provide current job, internship, graduate school information, and networking opportunities.
- Career Resources: Career exploration materials housed in the Career Resource Center include books, magazines, brochures and videos. Many feature information about occupational characteristics, duties, salaries, and working conditions. Free magazines and handouts focusing on the job preparation process are also available.

Job Search Services

Career Services coordinates job preparation and programs intended to connect students and alumni with employers. Some of these services include:

- Job Fairs: The career fairs provide an opportunity to interact with prospective employers. These events enable participants to talk directly with representatives of corporations, non-profit agencies, federal and state agencies, government, school districts, volunteer organizations, graduate schools among others.
- Job Vacancy Notices: Current job openings are advertised via online job database, and are categorized by on-campus, part-time, full-time and internship opportunities for local, statewide, nationwide and global opportunities.
- On-Campus Recruitment: Allows qualified students an opportunity to interview with companies, agencies, and school districts which recruit on campus throughout the year. Students and alumni may access company information and interview dates.
- Resume Critiques: Professional staff provide objective feedback and helpful suggestions to assist students and alumni in composing a high-quality resume that highlight your marketable skill sets.
- Mock Interviews: Perfect your interviewing skills for phone, panel and Skype interviews through mock interviews. Receive feedback on your poise, level of confidence and responses by staff, alumni or recruiters.
- Workshops: Throughout the semester, these sessions aid students in writing cover letters, resumes, preparing for an interview, and personal branding.

- Online Prep Courses and Trainings: Gain access to information on preparing for graduate programs such as practice admission exams, typing tests, and other resources.

All Texas A&M International students and alumni, regardless of graduation date, are encouraged to access the services and programs offered by the Office of Career Services, Student Center Room 114, (956) 326-4473.

Continuing Education

Education is a lifelong learning process. It is critical that professionals stay up to date on new and emerging technologies in their respective fields to enhance their credentials. TAMU’S Continuing Education Department facilitates educational activities provided by our programs that bring high-quality technical education to individual learners and organizations. Our department utilizes our top-notch faculty and industry experts to deliver superior knowledge and practical application scenarios to its professional development and continuing education experiences. Your success plan can be customized to deliver short courses, workshops, or conferences. Our online professional courses can be accessed through open enrollment, and customized to one’s pace of learning. Enroll now and own your “success!” Whether through face-to-face, online or blended methods, the Office of Continuing Education is ready to deliver short courses, online certifications, workshops and conferences.

The Office of Continuing Education and Professional Development makes the educational resources of Texas A&M International University available for non-credit education programs and conferences designed to promote lifelong learning, regardless of age, interest, or location. Our programs fall into five general categories: Professional Development, Professional Certification Programs, Certificate Programs, Personal Enrichment, Summer Youth Programs, and Conferences. We also build courses to fit the needs of your company. We partner with academic courses to offer the community the opportunity to attend University classes as a non-credit participant. We also partner with the Texas Workforce Commission to offer opportunities to attain a Certificate to enhance a person’s job potential.

ADVANCED PLACEMENT SUMMER INSTITUTE

Each summer the College Board Advanced Placement Summer Institute is held for those teachers seeking to become AP certified or to learn innovative best practices, explore research-based strategies, or increase course knowledge.

MILITARY SPOUSE CAREER ADVANCEMENT ACCOUNTS

TAMIU Office of Continuing Education is honored to be working with the Department of Defense’s expanded Military Spouse Career Advancement Accounts (MyCAA) program to provide medical, business, technical, and legal online training at no cost to the spouses of our military who work hard daily to protect our country. The Office of Continuing Education believes that military spouses deserve a high-quality education that leads to an in-demand career – a career that’s portable, so relocation never gets in the way of reaching their goals.

TAMIU AMERICAN HEART ASSOCIATION TRAINING CENTER

TAMIU’s American Heart Association (AHA) Training Center is located within the Office of Continuing Education. Its mission is to strengthen the Chain of Survival in our community. The Training Center serves as
the principal resource for information and support for AHA Instructors. AHA courses (Heartsaver, Basic Life Support, and ACLS) are offered at TAMU to provide First Aid and CPR training opportunities for healthcare providers and community members. Blended online courses are convenient options for those who need to complete their CPR certification quickly.

TAMIU AHA Training Center
Student Center 118
5201 University Boulevard, Laredo, TX. 78041
Phone: 956.326.3068
Fax: 956.326.2838
Email: cpr@tamiu.edu
Office Hours: Monday – Friday, 8 am–5pm
http://www.tamiu.edu/ce/CPR.shtml

Global Initiatives/Binational Center
The Office of Global Initiatives (OGI) / Binational Center (BINC) enhances relationships between the United States and other countries by promoting civic and social organizations and institutions through research, education, leadership, and public service. Selected activities of the OGI /BINC include:

- Creating communication streams with international universities and other organizations.
- Designing educational venues that will contribute to the successful development of international relationships between practitioners, governments, and their organizations.
- Enhancing the development of binational community service programs.
- Highlighting public service with specific programs geared to train and develop strategies for cross-border collaboration and enhance the management of local and international non-profit organizations.
- Training, developing, and educating the next generation of leaders through diverse engagements with international communities.

Two certificates are offered through this office:

- Certificate in International Studies (http://catalog.tamiu.edu/undergraduate-information/undergraduate-certificates/international-studies-certificate)

Texas A&M International University
5201 University Boulevard, Pellegrino Hall #301
Laredo, Texas 78041-1900
Phone: 956.326.2834

International Language Institute
The International Language Institute (ILI) offers a dynamic language program which includes English as a Second Language (ESL), Spanish, and other language and preparation courses. The ESL program is the most intensive and structured of all the course offerings. All instructors have a vast experience in teaching ESL or their respective other languages, and are unquestionably dedicated to the students’ learning. Our courses are intended for the international student and other interested community who want to communicate in an academic or professional setting.

International Students’ Deadlines

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<td>Summer Session</td>
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International Language Institute
5201 University Boulevard, Pellegrino Hall 302
Laredo, TX 78041
Phone: 956.326.2136
Fax: 956.326.2836
Email: ili@tamiu.edu
Office Hours: Mon. - Fri. 8 am - 5 pm
http://www.tamiu.edu/ce

Student Center
The Student Center is the heart of TAMU and its students. Whether you stop for a meal, or would like to apply for an on-campus job, or you are looking for continuing education course, the Student Center is one-stop-shopping for all students and community visitors. This facility houses a variety of University Departments, meeting facilities, and lounge areas. The Student Center is designed to support the programs, special events, meetings, and conferences of the students, faculty and staff of Texas A&M International University. The following services are located at the Student Center.

Aramark Food Service:

- **Office**: Located on the first floor in room 127, offers a wide range of catering services from a simple coffee break to an elaborate full service event. Aramark has the exclusive rights to all Catering Service needs provided on campus.
- **Dusty’s Diner**: Located on the first floor, an all-you-can-eat buffet serving breakfast, lunch, and dinner seven days a week catering to students, faculty and staff.
- **The Food Court**: Located on the first floor, the Food Court sells a variety of menu items for breakfast and lunch. Catering Services are also available for on-campus events.
- **Army ROTC**: Located on the first floor in room 114M, provides adventure training, fitness, leadership development, travel opportunities, and financial assistance for students seeking a commission as officers in the U.S. Army.
Career Services: Located on the first floor in room 114, Career Services assists students in making career decisions and exploring their chosen fields, enhancing job searching skills, and finding part-time or permanent positions.

Event Services: Located in room 127, directly behind the Information Center, Event Services is the place to reserve space on campus for meetings and conferences.

- Information Center: The Student Center Information Center is located on the first floor in front of room 127. This is the place to find out the “who, what, when & where” of campus life and services.
- Study Rooms: Available to TAMU Students for 2 hours.
- Lost and Found: If you lost your items check with us or if you find a lost item we will gladly take it and register lost item.
- Historical House and Gallery: Want to visit one of the oldest homes (Casa Ortiz) in Laredo? Or marvel at the ceramic works of Ms. Helen Richter Watson. Come by info desk or call 326-info to schedule a tour.

Game Room: Located outside the Student Center near the Bruni Vergara Garden, the Game Room offers many leisure activities, including pool tables, air hockey, darts and computer games.

Health Services: Located on the first floor in room 125, Health Services offers students clinical response for immediate needs, and provides information for the improvement of their individual health and wellness.

International Engagement: Develops, coordinates, and promotes the exchange of students and scholars. Study abroad programs vary from short-term programs led by TAMU professors, to semester and yearlong programs offered through partner schools or affiliated study abroad organizations. These programs are available in various countries around the world and are open to students from all majors. Eligible students may qualify for Federal, State and institutional aid to finance their study abroad program. Two TAMU scholarships for study abroad are available: the International Education Fee Scholarship and the Guadalupe and Lilia Martinez International Fellows Scholarship. OIE provides study abroad advising, including program selection, pre-departure orientation, visa requirements and procedures, financial aid, housing assistance, transfer of credits, and re-entry information.

Non-denominational Meditation Room: Located in Student Center 218. Here, you can enter a serene environment to refresh your mind and spirit. For some, this may mean engaging in prayer. For others, this may mean a quick moment of personal meditation or quiet reflection. A few moments in the Meditation Room can reduce your stress and help refocus your day.

Office of Continuing Education: Offers you the opportunity to continue your learning through our exciting programs for professional development, adult learning courses, and Camps and Programs for minors.

Office of Special Programs: Located on the first floor in room 125 and 126, provides services by bringing kids to the University. Services take the form of grants and continuing education programs.

Sky Lab: Need a place to use a computer or print your assignments with the BEST view of campus? The Skylab offers 119 work stations and 20 lounge chairs with plugs to power all your electronics and the best view of the Lamar Bruin Garden.

Student Orientation, Leadership & Engagement (SOLE): SOLE is committed to providing students the opportunity to become involved on campus through a variety of innovative co-curricular programs that enhance the academic learning environment at TAMU. As part of the Division of Student Success, we are committed to student access, engagement, growth and success.

Student Government Association: Located on the second floor in room 224, the Student Government Association represents the governing body of all students on campus. The Association also conducts programs that are of service to students including student elections, voting, conferences on student government, and leadership activities.

Zaffirini Success Center

The Senator Judith Zaffirini Success Center provides Texas A&M International University students with one-stop-shopping from admission to graduation.

Admissions: Located on the first floor in room 129, the Admissions Office receives and processes applicant information for undergraduate freshmen transfer and international students.

Advising and Mentoring Center: Located on the second floor in room 222, the Advising and Mentoring Center provides academic advising to all freshman and sophomore students, and all student-athletes. Individual support is also provided to all incoming freshmen for the entire freshman year.

Bursar: Located on the first floor in room 137, the Bursar’s Office assists students/parents with questions related to student accounts and processes the following: applications for emergency tuition loans, book loans and installment payment plans; payments for student related billing; and student refunds.

Financial Aid: Located on the second floor in room 214, assists students with applying for financial aid, scholarships, and student employment to meet the cost of attending the University.

Graduate School: The Graduate School is located in the Zaffirini Success Center on the second floor in suite 206 and is responsible for the graduate student recruiting efforts at Texas A&M International University. This office provides prospective students with information on the graduate admissions process, degrees offered, program information, and graduate financial assistance.

OneCard Center: Located on the first floor in room 131, the OneCard Center issues ID cards for students. The OneCard Center also accepts Dusty Dollar deposits, which is a prepaid store value account on the TAMU OneCard. See Explanation of Tuition and Fees in this section for more information about the OneCard program.

Recruitment and School Relations: Located on the first floor in room 130, the Office of Recruitment & School Relations is at the forefront of the recruiting efforts of Texas A&M International University. This office provides prospective students with information on admissions, enrollment, degrees, programs, financial aid, housing, student life, and campus tours.

Testing Center: Located on the second floor in room 201, the Testing Center coordinates university testing which includes credit by
examination, placement testing (THEA and COMPASS), departmental exams and other assessment programs.

**University Bookstore:** Located on the first floor, the University Bookstore sells a variety of items including textbooks, school supplies, clothing and snacks.

**University College:** Located on the second floor in room 223, University College (UC) oversees eight departments: General University, Developmental Studies, The Testing Center, The Writing Center, The University Learning Center, TRiO Student Support Services, The Service-Learning Center and The Advising and Mentoring Center. Also University College is the academic home of the Multi-Disciplinary Degree. University College's mission is to provide foundational college skills and learning assistance to all students.

**University Registrar:** From your first day of class to your walk across the graduation stage, the Office of the University Registrar follows you through your time at Texas A&M International University. Located on the first floor in room 121.