

STUDENT SERVICES

Career Services

Career Services provides a spectrum of services to assist students and alumni explore career options and obtain information 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 virtual interviews through mock interviews. Receive feedback on your poise, level of confidence and responses.
- **Workshops:** Throughout the semester, these sessions aid students in writing cover letters, resumes, preparing for an interview, dressing for success 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.

- **Career Closet:** Select and borrow garments from a variety of professional attire for interviews, presentations, and other professional functions.

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. TAMU'S Continuing Education Department facilitates educational activities provided by our programs that bring high-quality technical education to individual learners and organizations. The Office of Continuing Education and Extended Learning 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 six 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.

It is critical that professionals stay up to date on new and emerging technologies in their respective fields to enhance their credentials. 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.

CERTIFIED PUBLIC MANAGER PROGRAM

The Office of Continuing Education offers the Certified Public Manager Program upon request. The Certified Public Manager® designation is awarded to public sector middle managers who have completed the required 300 hours of study through a CPM program accredited by the National Certified Public Manager® Consortium. CPM programs are sponsored and operated by a public sector agency or university in a state or other political jurisdiction.

The Certified Public Manager® program is a nationally accredited comprehensive management development program open to managers in federal, state, and local government agencies. Some states also open enrollments to non-profit organizations. The program's primary goal is to improve the performance of public sector managers and the organizational performance of state, local and federal governments.

The program is a comprehensive course of study by which public managers can acquire and apply best practices and theory to their management behaviors and strategies using prescribed sets of professional competencies. The curriculum uses theory as the foundation and applies it to practical problems facing the participant, their agency/department, and the citizens.

The CPM Program is a series of seven tracks, or courses, designed to enhance the skills, knowledge, and abilities of public and nonprofit managers. Students may sign up for individual courses or for the entire program. Courses can be completed in any order. CPM Programs are currently offered in Arlington,

Austin/Round Rock, Edinburg, Houston, McAllen, Midland/Odessa, Laredo, Nacogdoches, and San Marcos.

DUSTY'S JUNIOR UNIVERSITY SUMMER PROGRAM

The Office of Continuing Education offers a summer camp for children from Kinder to 5th Grade. Our camp provides a child the opportunity to continue learning through our innovative summer camp. They will get to experience a little of University Life by attending classes on campus and eating lunch at the food court. Exposing children to the University atmosphere at an early age can truly impact their future goals and even success.

EDUCATIONAL CAMPS FOR ELEMENTARY, MIDDLE, AND HIGH SCHOOL STUDENTS

The Office of Continuing Education offers educational learning camps for students to enhance their learning potential. Educational camps come in many different forms. A wide range of these specialty camps are aimed at teaching children in a specific area. This is more like an alternative classroom—sometimes without walls—that helps children advance an educational interest or skill. Prep classes are offered for students taking the SAT, ACT and TSI.

ENRICHMENT COURSES

The Office of Continuing Education offers life-long learning courses for personal enrichment. These range from painting, ceramics, foreign language, writing, healthcare, exercise, cooking and more.

ADVANCED PLACEMENT SUMMER INSTITUTE

Each summer Texas A&M International University Office of Continuing Education hosts the College Board Advanced Placement Summer Institute 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.

OFFICE OF CONTINUING EDUCATION

Student Center 118, 5201 University Boulevard, Laredo, TX. 78041
Phone: 956.326.3068
Fax: 956.326.2838
Email: ce@tamiau.edu
Office Hours: Monday – Friday, 8 am - 5 pm
<http://www.tamiau.edu/ce> (<http://www.tamiau.edu/ce/>)

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 within the Training Center. AHA courses (Heartsaver, Basic Life Support, and ACLS) are offered at TAMIU by the Training Center to provide First Aid and CPR training opportunities for healthcare providers and community members.

TAMIU AHA Training Center

Student Center 118/119
5201 University Boulevard, Laredo, TX. 78041
Phone: 956.326.3067
Fax: 956.326.2838
Email: cpr@tamiau.edu
Office Hours: Monday – Friday, 8 am–5pm
<http://www.tamiau.edu/ce/CPR.shtml> (<http://www.tamiau.edu/ce/CPR.shtml/>)

Global Initiatives/Binational Center

The Office of Global Initiatives (OGI) / Binational Center (BINC), serves as an international academic and community bridge, enhancing relationships between Texas A&M International University 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 global 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 in global communities.
- Enhancing the management of local and international non-profit organizations through strategic training programs.
- Training, developing, and educating the next generation of leaders through diverse engagements with international communities in the global community.
- The International Language Institute (ILI) offers English as a Second Language (ESL) courses structured for the international student and community who want to excel in an academic or professional setting.

Two certificates are offered through this office:

- Certificate in International Studies (<http://catalog.tamiau.edu/undergraduate-information/undergraduate-certificates/international-studies-certifctce/>)
- Certificate in Latin American Studies (<http://catalog.tamiau.edu/undergraduate-information/undergraduate-certificates/latin-american-studies-certifctce/>)

Texas A&M International University
5201 University Boulevard, Lamar Bruni Vergara Science Center #301
Laredo, Texas 78041-1900
Phone: 956.326.2834
Fax: 956.326.2836

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 consists of intensive and structured course offerings. Our courses are intended for the international student and community who want to excel in an academic or professional setting. In addition, the completion of our level six with grade of B or better will serve as an English proficiency exemption, waiving the requirement of

a language examination to enter an undergraduate or graduate program at TAMIU.

International Students' Deadlines

Fall I & III	July 1st
Fall II	September 1st
Spring I & III	December 1st
Spring II	February 1st
Summer Session	May 1st

International Language Institute
 5201 University Boulevard, Lamar Bruni Vergara Science Center 201
 Laredo, TX 78041
 Phone: 956.326.2136
 Fax: 956.326.2836
 Email: ili@tamiu.edu
 Office Hours: Mon. - Fri. 8 am - 5 pm

Texas Center for Border Economic and Enterprise Development

The Texas Center for Border Economic and Enterprise Development (TCBEED) provides leadership and support to Texas border communities in their socio-economic development efforts, including activities in the areas of business, education, health care, public administration, and the environment. The TCBEED assists private and public entities with research, knowledge, information, and expertise in cross-border development.

The TCBEED hosts and leads the Texas A&M International University Logistechs Living Lab, an innovation and research facility focused on improving the efficiency and competitiveness of cross-border trade and transportation through the use of exponential technologies.

Selected activities of the TCBEED include:

- Develop and manage a socio-economic database concerning the Texas-Mexico border.
- Disseminate database information to public and private sector users in a helpful and timely format.
- Perform or assist in border and binational socio-economic development-related research, planning, education, training, and technical assistance
- Provide information and technical assistance to the university's researchers, students, and the border region's business community.
- Provide border-related socio-economic statistics, including the international bridge crossing data.
- Cooperate with federal and state agencies to integrate Texas-Mexico border socio-economic needs with the federal and state economic development plans.

Texas A&M International University
 5201 University Boulevard,
 Anthony J., and Georgia A. Pellegrino Hall 216

Laredo, TX 78041
 Phone: 956.326.2520
 Web: <http://texascenter.tamiu.edu> (<http://texascenter.tamiu.edu/>)

Student Center

The Student Center is the heart of TAMIU and its students. Whether you stop for a meal or would like to apply for an on-campus job, the Student Center is the one-stop-shop for all students and community visitors. This facility houses a variety of University Departments, meeting facilities, including the newly renovated International Ballroom 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, Aramark 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. Catering Services are also available for on-campus events.
- **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.

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.
- **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.
- **Watson Gallery:** 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.

Student Counseling Services: Located on the first floor in room 128, the Office of Student Counseling Services offers short-term individual counseling, couples counseling, group sessions, consultations for students, faculty and staff referrals, and self-help pamphlets on various wellness topics to facilitate students' transitions and challenges during their university life. For students, there is no additional charge to access these services.

Disability Services: Located on the first floor in room 124, the Office of Disability Services offers students a supportive learning community to empower students with disabilities to accomplish their academic goals by ensuring accessibility to university 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 Bruni Garden.

Student Orientation, Leadership & Engagement (SOLE): Located on the second floor in room 224, 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 TAMIU. As part of the Division of Student Success, the SOLE Office is 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.

Student Conduct and Community Engagement: Located on the second floor in room 226, the Office of Student Conduct and Community Engagement aims to educate and balance the needs of individual students with those of the community.

- **Community Outreach:** SCCE fosters relationships with the community through volunteer opportunities and community work study programs.
- **Programs:** SCCE offers a myriad of other programs such as Peer to Peer Education and the TAMIU Drugs and Alcohol Prevention Program (DAAPP).
- **Dusty's Food Pantry:** This office also houses Dusty's Food Pantry, where they help currently enrolled students focus on their studies without having to face the burden of food insecurity.