

# STUDENT SERVICES

## Wasserman Center for Career Development | Brooklyn

The Wasserman Center for Career Development | Brooklyn (<https://www.nyu.edu/life/resources-and-services/career-development.html>) will connect you with leading companies that are searching for highly skilled, market-ready individuals prepared to take on the challenges and opportunities of the 21<sup>st</sup> century. Our offices help undergraduate and graduate students seek positions where their refined technical, analytical and communication skills can best be put to use.

### Career Counseling and Career Development Seminars

Knowing how to conduct an internship or job search is key to landing the opportunity you want. Through one-on-one career counseling and group seminars, NYU Tandon School of Engineering students acquire effective job search skills designed to complement their successful in-classroom experiences. Writing an effective resume, preparing for a career fair and acing the interview are just some of the topics addressed by career center staff.

### Internship Opportunities

Internships allow students to gain real-world experience, while giving employers a chance to identify future talent. Students are encouraged to participate in one or more internships before they graduate, demonstrating to employers NYU Tandon School of Engineering's high standards of excellence. These professional experiences give students an edge over the competition and have the potential to turn into full-time opportunities following graduation.

### Handshake, Career Fairs, and On-Campus Recruiting

NYU Tandon School of Engineering students can connect to Handshake (<https://www.nyu.edu/students/student-information-and-resources/career-development-and-jobs/find-a-job-or-internship/handshake-info.html>), our online internship and job search engine. Using this valuable database, students can submit a cover letter and resume directly to employers. Additionally, internship and job seekers can meet with hiring companies at career fairs and even arrange on-campus interviews with these employers. Participating companies range from small entrepreneurial start-ups to mid-sized businesses to internationally recognized major corporations.

## Counseling and Wellness Services

*"Helping Students Achieve Maximum Potential"*

Counseling and Wellness Services (<https://www.nyu.edu/students/health-and-wellness/counseling-services.html>) (CWS) offers free, confidential psychological services to all NYU Tandon School of Engineering students. College can be a stressful time, and students can face a range of difficulties that can interfere with their ability to succeed academically or function at their best. For example, many students struggle with concentration, test anxiety, sadness, lack of motivation and difficulties with family or friends that can interfere with their NYU Tandon School of Engineering experience. The Counseling and Wellness Services staff is available to meet with students and help resolve these issues. Staff members provide information and support to help students solve problems, achieve goals and feel better.

Students can make an appointment by calling (212) 998-4780 or setting up a CWS phone triage appointment in the SHC Portal (<https://shcportal.nyu.edu/>).

Additionally, the NYU Wellness Exchange operates a 24-hour hotline at 212-443-9999.

Throughout the year, Counseling and Wellness Services offers workshops on meditation, stress reduction, relationships and getting a good night's sleep. Workshops are advertised on the Counseling and Wellness Services website, in the NYU Tandon School of Engineering calendar, and through campus e-mail blasts.

For more information about Counseling and Wellness Services and its services, visit our website (<https://www.nyu.edu/students/health-and-wellness/counseling-services.html>).

Updated information on participation in NYU sponsored activities and services is available on the website.

## Services for Students with Disabilities | Moses Center

NYU Tandon School of Engineering is committed to providing equal educational opportunity and participation for students with disabilities. It is the University's policy that no qualified student with a disability be excluded from participating in any University program or activity, denied the benefits of any University program or activity, or otherwise subjected to discrimination with regard to any University program or activity.

The mission of the Moses Center for Accessibility and Inclusive Culture (<https://www.nyu.edu/life/global-inclusion-and-diversity/centers-and-communities/accessibility.html>) is to facilitate equal access to programs and services for students with disabilities throughout the schools and divisions of New York University (NYU) and to foster independent decision making skills necessary for personal and academic success. Accommodations for students with disabilities do not include the waiving of academic course requirements.

Students with disabilities are encouraged to register with the Moses Center for Accessibility and Inclusive Culture whether or not services are requested. Students can request services by meeting with a Accessibility Specialist and submitting supporting documentation. Visit the NYU Moses Center website (<https://www.nyu.edu/life/global-inclusion-and-diversity/centers-and-communities/accessibility.html>) for more details.

## International Students and Scholars

Graduate and undergraduate international students come from more than 60 countries, make up 40 percent of the student body and are an integral part of the NYU Tandon School of Engineering community. All new international students and visiting scholars (researchers and faculty) are required to report with immigration documents, including I-20s, DS-2019s and passports, to the Office of Global Services (<http://nyu.edu/ogs/>) (OGS) immediately upon arrival. In addition, all new students and scholars must attend a mandatory orientation held at the start of every semester.

The office provides information and counseling regarding immigration compliance, travel, employment, acculturation, housing, health insurance and special events. International students, researchers and faculty may contact the office in person, by email, or by telephone, and are encouraged to attend on-site workshops offered at designated times

during the academic year. All international students, research scholars and faculty are required to carry health insurance.

For additional information on admissions and academic requirements, please consult those sections dealing with undergraduate and graduate admissions and academic programs and policies.

## Study Away

NYU Tandon School of Engineering students may participate in study away programs to enrich their academic experience through global engagement. Students can explore NYU Global Sites, participate in international exchange programs with partner universities, or enroll in approved non-NYU affiliated programs. All study away coursework must be carefully planned in consultation with an academic adviser and may require approval from the student's major department.

### Eligibility

Students are eligible to study away after successfully completing two full semesters at NYU. Once eligible, students may study abroad during fall, spring, J-term, or summer terms. Students may also study abroad more than once during their academic career, though multiple experiences may impact their ability to graduate on time. Students may study away for a short-term, semester or a full academic year, subject to departmental policies and degree requirements.

### Types of Study Away Programs

Tandon undergraduates may apply for study away for a semester, year, or a short-term through the following channels:

- **NYU Global Sites**
- **International Exchange Programs with Partner Universities**

Each program type carries specific academic and administrative requirements. Students must obtain appropriate approvals and follow all application procedures established by NYU Tandon and the NYU Office of Global Programs.

### Academics

#### Course Equivalencies

All courses taken abroad must be pre-approved and listed as "Approved" in the centralized course equivalency database to count toward degree requirements. Students may submit new courses for review through the Tandon Global Portal. Courses such as gym or physical education cannot be transferred.

#### School Residency Requirement

Courses completed abroad do not count toward the limit on courses taken outside of Tandon, but all students (including transfer students) must still satisfy the School's half-degree residency requirement. Courses offered at the NYU Global Academic Centers (in-person or online) ending in -UY count towards the Tandon residency requirement.

#### Grading

- **NYU Global Sites:** All grades received will appear on the student's transcript and will be calculated into the cumulative GPA.
- **International Exchange Programs (Semester/Year):** Courses must be taken for a grade. However, they are recorded on the NYU transcript on a pass/fail basis. A grade equivalent of D or better is required for credit unless the department/program designates otherwise. Passing grades (P) do not affect GPA, but failing grades (F) are factored into the cumulative GPA as 0.0.

- **Non-NYU Institution Short-term Programs with Credit Transfer:** Courses completed during the J-term/Summer at a non-NYU institution must also be taken for a grade but will show up as transfer credit with a grade of pass (P) on the NYU transcript. A grade equivalent of C or better is required to earn transfer credit. Passing grades (P) do not impact GPA; failing grades (F) will not be added onto the NYU transcript.

### Financial Aid and Costs

#### Semester/Year Study Away at NYU Global Sites or Exchange Partners:

Students maintain their NYU financial aid and scholarships during approved semester-long programs. Tuition and registration fees remain the same. However, housing and additional expenses may vary by location.

- **NYU Global Sites:** Students pay tuition directly to Tandon as normal. Students reside in NYU-provided housing and pay through Albert.
- **International Exchange Programs:** Students pay tuition directly to Tandon as normal. Students secure their own short-term housing abroad and pay directly to the provider or landlord.

#### Short-Term Study Away (J-term and Summer):

- **NYU Global Sites:** Students pay tuition directly to Tandon as normal. Students stay in housing on a case-by-case basis depending on the program. Housing costs and payment also vary based on the individual program.
- **International Exchange Programs:** Students pay tuition either to NYU, to a third-party provider, or to the outside institution depending on the program. Students secure their own short-term housing abroad and pay directly to the provider or landlord.

Students may request additional aid to support participation in short-term programs. However, additional funding opportunities for these terms are more limited. Students are encouraged to consult with the Office of Financial Aid, NYU Global Programs, or Tandon Global well in advance.

For additional information contact Tandon Global ([tandonglobal@nyu.edu](mailto:tandonglobal@nyu.edu)).

## Programs and Services for the First-Year Students

### First-Year Programs

The School is committed to improving the persistence and performance of first-year students by helping them to acclimate to their intended academic discipline, its associative culture and student life at the NYU Tandon School of Engineering. Achieving this goal requires diverse and dynamic collaborative efforts with constituencies across the campus community. These systemic partnerships yield a greater sense of cohesion to the programs and services for first-year students.

Programs and services in this area include first-year advisement, early alert and academic probation initiatives, first-year instructors meetings, and parent outreach.

### Academic Advisement Center

The mission of the Academic Advisement Center (<https://engineering.nyu.edu/academics/support-services/undergraduate/academic-advisement/>) (AAC) is to provide centralized advising for incoming, matriculated first-year students. The staff advises students on

major requirements and School regulations and refers them to campus resources. In addition, academic advisers advocate for students with NYU Tandon School of Engineering offices and help students deal with issues. The ultimate goal of the AAC is to empower students to make informed decisions about their academic careers.

## Early Alert and Academic Probation

Faculty members are encouraged to provide feedback on their students' academic progress via NYU Connect, our student success platform. Feedback can be provided in the platform on an individual basis, using the flag or kudos feature, or as a part of the university-wide Midterm Progress initiative. Students who are not meeting the requirements for their course(s), based on their current progress, are notified of their academic status and encouraged to meet with their instructor(s) and academic adviser to remedy the situation. At these meetings, students have the opportunity to think critically about the behaviors contributing to their status, while being invited to take advantage of the various support services to help them maximize their academic experiences.

All first-year, first-time probationary students must register for and pass SL 1020 Academic Skills Seminar. The course consists of eight one-hour sessions, which meet once a week, and is taught on a pass/fail basis. The seminar helps students learn to become more academically successful. The "Academic Probation" section of the catalog contains more information about this course.

## Parent Outreach

Educating parents on the academic experiences of first-year students is a critical step in forming an effective partnership between the School and family members. Participating in University-wide parent gatherings, along with the individual meetings that happen over the course of the academic year, provide family members with an opportunity to speak directly with faculty, administrators and students about the majors and support services available to students.

## New Student Orientation

(See Section on "New Student Orientation" under Student Life and Services.)

## Residence Life and Housing Services

The Office of Residential Life and Housing Services exists to provide quality service and enhance student success in a safe and diverse living/learning community that fosters individual growth.

Our residence halls are an extension of the classroom; we seek to provide experiences that will help our residents develop into global citizen. We are committed to providing our students with an inclusive, healthy and welcoming home.

Campus housing is available for all students. NYU Tandon School of Engineering does not provide housing for students' families. Inquiries about campus housing should be made to the Office of Residence Life and Housing Services (<https://www.nyu.edu/students/student-information-and-resources/housing-and-dining.html>) at [housing@nyu.edu](mailto:housing@nyu.edu) or (212) 998-4600.

## Campus Housing Facility

On the Brooklyn campus, the Donald F. and Mildred Topp Othmer Residence Hall (<https://www.nyu.edu/students/student-information-and-resources/housing-and-dining/on-campus-living/residence-halls/othmer-hall.html>) is an 18-story building that houses more than 400 students in both traditional and apartment-style suites. The residence

includes student lounges, study rooms, laundry facilities, outdoor space and 24-hour security. Full-time professional residence-life staff members work with graduate and undergraduate student resident assistants and security personnel.

The Clark Residence (<https://www.nyu.edu/students/student-information-and-resources/housing-and-dining/on-campus-living/residence-halls/clark-street.html>) is connected to the St. George Residence - Weller Building and Studio Building - and occupies the site of the former St. George Hotel in one of New York City's most desirable neighborhoods, Brooklyn Heights. Just one subway stop from lower Manhattan, the Clark Residence is within walking distance to NYU Tandon School of Engineering's MetroTech campus, shopping, dining on Montague Street and a short walk to the Brooklyn Promenade, home to breathtaking views of the Manhattan skyline.

## Campus Housing Requirements

All students living on-campus are required to be full-time NYU Tandon School of Engineering students and Othmer residents are required to be on the School meal plan. For security purposes, all residents must utilize their NYU ID card to access the residence halls. All guests must be signed in and out by their resident host and comply with appropriate guest procedures

## Student Life and Services: Activities, Advocacy, Career Development, and Leadership

The Office of Student Life and Services (<https://engineering.nyu.edu/life-tdan/office-student-life-services/>) supports the NYU Tandon School of Engineering's academic mission by enhancing students' education through a range of programs that build intrapersonal, professional, emotional, and other essential life skills. We work in partnership with academic, support, and service departments to tailor our activities to students' needs. Our programs work to address emerging issues, develop student leadership excellence, promote and foster campus community citizenship, foster campus-wide diversity awareness, and provide general student advocacy. Additionally, the Office of Student Life and Services partners with external stakeholders from corporations, not-for-profits, startups, and educational institutions to programmatically enhance the professional development of students and to fulfill inclusive campus objectives.

## Inclusion, Diversity, Belonging, and Equity Initiatives

The Office of Student Life and Services at Tandon is committed to supporting the diversity mission of New York University "to embrace diversity among faculty, staff and students to ensure a wide range of perspectives." NYU Tandon students reflect the diversity of the world and we have a responsibility to provide and sustain a safe and affirming environment. Our office seeks to create spaces that promote social justice through open and considerate dialogue and where differences are embraced, valued and celebrated. To that end, students will find a variety of opportunities to participate in activities, programs and trainings that allow them to live, learn and grow as global citizens that contribute to the development of inclusive and equitable communities.

Find more information about the School's commitment to diversity. (<https://engineering.nyu.edu/campus-and-community/student-life/diversity-initiatives/>)

## New Student Programs

The NYU Tandon School of Engineering seeks to ease the transition for students into their new environment with a variety of programs designed to orient and welcome new students. These programs are generally held before the fall and spring semesters.

### NYU Reads

NYU Reads brings the NYU community together around a single common reading, chosen by a University committee made up of faculty, student, and administrator representatives. Building on our undergraduate schools' first-year reading programs, NYU Reads extends this dialogue beyond Welcome Week and opens it up to the entire University community.

You can find this year's selection on the NYU Reads Webpage (<https://www.nyu.edu/life/events-traditions/nyu-reads.html>).

### New Student Convocation

New Student Convocation, occurring during new student orientation, is the first major academic program new students experience as members of the NYU Tandon School of Engineering community. At convocation, new students are inducted into the School's academic community and are introduced to a variety of speakers and university administrators. The convocation is the official kick-off of the week-long orientation for all new students.

### New Student Orientation (NSO)

Orientation is planned and executed by Student Leadership and Engagement with the help of student Orientation Leaders to welcome all new students to the NYU Tandon community and introduce them to the various campus offices, programs, and resources that lead to student success.

New Student Orientation introduces new students to the School of Engineering community and offers opportunities for incoming first-year and transfer students to complete their enrollment activities well before classes begin. Students will receive the information and tools needed to successfully acclimate to NYU Tandon, and become an active member of the academic community. Orientation programs are designed around the objectives of familiarizing students with their intended major, increasing understanding of the first-year curriculum and its connection to the academic discipline, and familiarizing new students with critical on-campus first-year support networks.

The overall goal is to create a sense of excitement and enthusiasm around the students' majors, while demystifying preconceived notions about majors and college life. The program is coordinated by a team of administrators, faculty, and students who welcome new students to the NYU Tandon community.

## Office of Student Leadership and Engagement

The Office of Student Leadership and Engagement (<https://engineering.nyu.edu/life-tdandon/student-life/office-student-leadership-and-engagement/>) (OSL&E) exists to support the academic goals of the NYU Tandon School of Engineering by providing services and programs designed to enhance and maximize students' co-curricular educational opportunities. All programs and services are designed and implemented with the aim of creating a rich educational environment, infused with the core values of community engagement and civic responsibility, diversity and cultural competency, innovation and creative thinking, interpersonal and leadership development, and connection to the global network university.

## Community Engagement

- **Student Organizations:** With over 40 student organizations ranging from professional and cultural groups to performing arts and religious and spiritual groups, there is something for everyone. Check out Club Fest at the beginning of each semester where NYU Tandon's clubs and organizations showcase their missions and programs while recruiting new members at the beginning of each semester. Find out more about clubs and organizations on NYU Engage (<https://engage.nyu.edu/>).
- **Mentorship Programs:** Mentors are a specially selected group of students who provide guidance and support to mentees, while promoting and building community at the NYU Tandon School of Engineering. Currently, formal mentorship programs exist for all women-identified students. Applications are accepted for mentorship programs in the Fall semester.
- **Events and Programs:** Join us for a wide range of campus-wide programs, including SOExcited You're Back, Tandon Sparks, Finals Study Break, International Student programming, off-campus trips, and discounted tickets or visit The HUB (LC 223), the central student lounge, to check out upcoming programs. Make sure to check out our annual programs that celebrate the wonderful traditions here at NYU Tandon.
  - Tandon Kickoff - September
  - International Friendsgiving - November
  - SOExcited You're Back - January
  - MLK Week - February
  - Tandon Spirit Week - April
  - Student Appreciation Day - May

## Leadership Opportunities

- **Student Council:** NYU Tandon's Student Councils are elected by students to serve as their primary representatives, advocates, and liaisons to the NYU community. Student Council members survey the student body, support student clubs and organizations, coordinate major campus events, and collaborate with offices and students across campus. Student Council elections take place each Spring for both Graduate and Undergraduate Councils.
- **Orientation Leaders:** OLs provide incoming students and their families with a personal introduction and connection to NYU Tandon. They highlight school spirit and tradition, academic expectations and campus life, and promote resources available for student success. OLs are selected in the Spring for both Graduate and Undergraduate Orientation and the Fall for Graduate Orientation only.

## Service Opportunities

- **The Poly Project:** Tandon's service-learning initiative works to provide regular and sustained opportunities for students to engage in community service. Students are able to volunteer in the local Brooklyn community and serve in leadership roles as Service Ambassadors.

## Office of Student Advocacy

The Office of Student Advocacy (<https://engineering.nyu.edu/life-tdandon/student-life/student-advocacy/>) plays a vital role in supporting and encouraging students who are faced with challenging situations during their student careers. It is one of several places where students can get confidential help. As a student advocate, Deanna Rayment, Director of Student Advocacy and Compliance, works with various other offices to help students solve problems and develop self-advocacy skills.



## Excused Absence and Notification to Faculty

An absence can be excused if you have missed no more than **10 days of school**. If an illness or special circumstance has caused you to miss more than two weeks of school, please refer to the section labeled Medical Leave of Absence.

Students may request special accommodations for an absence to be excused in the following cases:

- Medical reasons
- Death in immediate family
- Personal qualified emergencies (documentation may be requested)
- Religious Expression or Practice

If illness or an accident causes you to miss a class (or classes) or an exam, you should do the following:

- Notify the Office of Student Advocacy by filling out this Google form (<https://forms.gle/YK6wVEcyiAfEaqWs7/>) in its entirety.
- The Office of Student Advocacy will provide notice to your professors. Students remain responsible for work missed.

Students should not provide anyone except the Office of Student Advocacy with a copy of medical documentation. If a professor requests a copy, refer them to the Office of Student Advocacy. It is important for instructors to know when you are experiencing an issue that might interfere with your studies. However, it is also important that your personal matters be kept confidential.

**Please Note:** Absence based on personal travel is not excused. In the case of final exams, failure to attend and take the exam may result in a failing grade.

## Student Religious Observance

NYU Policy Regarding Observing Religious Holidays (<http://www.nyu.edu/about/policies-guidelines-compliance/policies-and-guidelines/university-calendar-policy-on-religious-holidays.html>)

The NYU Tandon School of Engineering's policy requires students to provide the Office of Student Advocacy with notification via this Google form (<https://forms.gle/YK6wVEcyiAfEaqWs7/>) 14 days in advance of the days to be taken off.

The Office of Student Advocacy will provide notice to your professors. Students remain responsible for work missed.

## Leaves of Absence

There are three types of leaves of absence available to students:

1. Medical Leave of Absence (Student Life and Services Approval)
2. Counseling Leave of Absence (Student Life and Services Approval)
3. Personal Leave of Absence (Registrar Approval)

### Before requesting a leave of absence:

- International students should check in with NYU Office of Global Services (<https://www.nyu.edu/students/student-information-and-resources/student-visa-and-immigration/contact-us.html>) (OGS) regarding any Leave of Absence requests to discuss any visa implications prior to submitting for approval
- If you have a question about how a leave will affect your Financial Aid or scholarship, you should speak with an NYU StudentLink (<https://www.nyu.edu/students/student-information-and-resources/student-centers-and-spaces/studentlink-center.html>) Counselor. Financial

Aid and scholarships are student specific so it is best to speak with a Counselor about your specific situation/account.

- NYU allows set amounts of time for leave regardless of medical, counseling, or personal. The below time periods applies to academic enrollment, not visas:
- Minimum of one academic semester, or an equivalent four-month period
- Maximum of two academic semesters, or an equivalent eight-month period
- If you require more time and you are not ready to return after the max of two semesters, you will need to reapply by completing a Readmission Application (<https://connect.nyu.edu/register/nyureadmit/>). This applies to both Graduate and Undergraduate students.

## Medical Leave of Absence (MLOA)

If a student experiences a medical issue or injury (**non-mental health related**) that may cause them to miss more than two weeks of school (10 days), a medical leave of absence **should be considered**. To request a Medical Leave of Absence, please follow the below process:

1. Submit your medical information and medical documentation via the Student Health Portal (<https://shcportal.nyu.edu/>). In the Portal, go to Messages -> New Message -> Medical Leave (Not for Mental Health). **Include the following information in your message:**
  - a. What school you attend
  - b. Name of your academic advisor and their email address
  - c. What terms you want to take leave e.g. Fall 2024, Spring 2025, etc.  
Please submit a completed version of the attached form or a brief, signed letter from your treating medical provider that states that you cannot be in school. The letter should include your diagnosis, and the expected time needed to recover from your illness.
2. Complete Medical Leave of Absence Request Form (<https://engineering.nyu.edu/sites/default/files/2018-09/MLOA%20Request%20Form.pdf>) and email it to [advocacy.tandonstudentlife@nyu.edu](mailto:advocacy.tandonstudentlife@nyu.edu).
3. Submit a request for leave of absence through Albert ([http://albert.nyu.edu/albert\\_?tab](http://albert.nyu.edu/albert_?tab)) (you must indicate "medical" as your reason for leave).

## Counseling Leave of Absence

If a student needs to request a Counseling Leave of Absence (**issues related to mental health/counseling**) the student must:

1. Schedule an appointment with NYU Counseling and Wellness (<https://www.nyu.edu/students/health-and-wellness/services/counseling-services.html>) for evaluation of counseling leave by calling 212-443-9999. **For Counseling Leave, NYU students must be cleared by NYU CWS, regardless if they have an outside provider or documentation. There is no exception to this.**
2. Complete Medical Leave of Absence Request Form (<https://engineering.nyu.edu/sites/default/files/2018-09/MLOA%20Request%20Form.pdf>) and email it to [deanna.rayment@nyu.edu](mailto:deanna.rayment@nyu.edu).

Submit a request for leave of absence through Albert ([http://albert.nyu.edu/albert\\_?tab](http://albert.nyu.edu/albert_?tab)) (you must indicate reason for leave, in this case it would be medical)

## Personal Leave of Absence

A personal leave of absence is a request for reasons **unrelated to medical or counseling conditions**. Personal leaves are voluntary and apply to issues related to national service or personal circumstances.

To officially request a personal leave of absence, students must submit a Personal Leave of Absence Request online via Albert ([http://albert.nyu.edu/albert\\_?tab](http://albert.nyu.edu/albert_?tab)).

- These requests are approved by the Registrar, not Student Life and Services.
- A personal leave is official only after the student receives final approval from the Office of the University Registrar.
- International Students must inform the Office of Global Services prior to submitting their request for Personal Leave as it may affect their visa status.

## Conduct Compliance

Issues involving behavioral misconduct are referred to the Office of Student Conduct (<https://www.nyu.edu/students/student-information-and-resources/student-community-standards.html>).

Issues of academic misconduct are handled initially by individual departments on campus in conjunction with the Office of Student Advocacy. Please check the NYU Tandon Student Code of Conduct (<http://engineering.nyu.edu/life/student-affairs/code-of-conduct/>).

## Tandon Career Hub

The Tandon Career Hub provides resources and opportunities for career exploration, professional development, and career planning. We aim to empower all NYU Tandon students to achieve lifelong career success by providing them with the support and opportunities needed to develop and reach their professional goals.

## Career Hub Services

### Career Coaching

The Tandon Career Hub offers specialized coaching exclusively for NYU Tandon Students, including topics such as:

- Exploring career options and self assessment
- Creating cover letters, resumes, and portfolios
- Searching for jobs, internships and other opportunities
- Preparing for interviews
- Engaging in professional networking

### Drop-in Advising

The Tandon Career Hub offers drop-in advising sessions each week for students who need quick assistance (less than ten minutes) with areas such as resume editing or job search questions.

### Handshake

Handshake is NYU's career development platform for jobs, internships, events, career coaching, and a variety of career resources.. Students and alumni can search for job and internship opportunities among thousands of active postings, register for recruiting and career-education events, communicate with employers, and explore an extensive career resource library. In addition, students and alumni can request 1:1 coaching appointments through the platform.

### Interview Rooms

The Tandon Career Hub offers 3 interview rooms within our office suite which students can reserve on our website for virtual interviews with

employers from 9am-5pm Monday-Friday. These interview rooms are equipped with desks and chairs, ring lights and white noise machines and students may request to borrow speakers or laptops if needed.

## Tandon Career Hub Signature Programs

The Tandon Career Hub offers various signature programs for our students which are outlined below.

### LeetCode Bootcamp

The LeetCode Bootcamp is offered to NYU Tandon students who wish to practice and prepare for upcoming coding interviews. Our instructors are highly familiar with Big Tech coding interview formats and questions and provide valuable insights to ensure that students have sufficient knowledge and preparation. The Bootcamp occurs weekly for 9 weeks each semester and students may choose between different sessions based on their class schedules/availability. New topics are covered weekly, and students work in groups on a technical project which they present to industry judges for feedback. Students who successfully complete the LeetCode Bootcamp earn a digital badge.

### Data Science Bootcamp

The Data Science Bootcamp is offered to NYU Tandon students who wish to practice and prepare for upcoming data science technical interviews. Our instructors are highly familiar with data science interview formats and questions and provide valuable insights to ensure that students have sufficient knowledge and preparation. The Bootcamp occurs weekly for 9 weeks each semester and students may choose between different sessions based on their class schedules/availability. New topics are covered weekly, and students work in groups on a technical project which they present to industry judges for feedback. Students who successfully complete the Data Science Bootcamp earn a digital badge.

### Career Exploration Series

The Career Exploration Series is a weekly series of interactive panel discussions with alumni and each focuses on a different industry or discipline. In these sessions, NYU Tandon students learn from and network with alumni who have built careers in a variety of professional roles and industries to explore employment options, typical job responsibilities, changing industry trends, and receive tips and advice on pursuing careers in a variety of areas. Past topics have included: semiconductors and hardware engineering, software engineering, technology management, civil engineering and construction, machine learning, as examples.

### Employer Engagement

The Tandon Career Hub connects students with employers through in-person and virtual career fairs, networking opportunities, information sessions, mock interviews and more! NYU Tandon students can learn about employer events via Handshake, our weekly newsletter, and social media. Employer engagement events occur year-round, but are most heavily concentrated in September-November and January-March.

For more information, please visit our website <https://engineering.nyu.edu/life-tdandon/tdandon-career-hub> (<https://engineering.nyu.edu/life-tdandon/tdandon-career-hub/>).

## Additional Information

- Advising (<https://bulletins.nyu.edu/undergraduate/engineering/student-services/advising/>)
- Registration (<https://bulletins.nyu.edu/undergraduate/engineering/student-services/registration/>)