



Extracurricular Activities ACTIVITY PLANNER

Extracurricular Activity Template

Is there sufficient time to fit it all in? Every college student has defined blocks of time in which to engage in various curricular, co-curricular, and extracurricular activities. Over the four-year period of time that the typical college student has available to him/her, there are opportunities to get involved in a variety of activities that can enhance one's professional development. With smart planning, and a good understanding of one's discretionary time, a realistic schedule of valuable career-related activities could be easily devised.

This "activity planner" could serve as a template for college students seeking to make the best use of their allotted time during each academic term or seasonal period. By using this planning grid as an outline, students can make wise choices and designate specific activities for each block of time.

On average, college students have 20 defined blocks of time from the beginning of their Freshman year to the end of their Senior year. Not all blocks of time are equal in length or busy-ness, nor in their potential for accommodating outside activities. Some blocks will provide more free time than others. Some blocks will provide only a short term temporary opportunity. But, a careful analysis of what is feasible for each time period should result in an outline or schedule that makes sense for your unique situation.

YEAR 1

| TIME BLOCK | DATES FM/TO | CLASS TIME | AVAILABLE TIME | DESIGNATED ACTIVITY |
|--------------|-------------|------------|----------------|---------------------|
| FALL TERM | | | | |
| WINTER BREAK | | | | |
| SPRING TERM | | | | |
| SPRING BREAK | | | | |
| SUMMER TERM | | | | |

YEAR 2

| TIME BLOCK | DATES FM/TO | CLASS TIME | AVAILABLE TIME | DESIGNATED ACTIVITY |
|--------------|-------------|------------|----------------|---------------------|
| FALL TERM | | | | |
| WINTER BREAK | | | | |
| SPRING TERM | | | | |
| SPRING BREAK | | | | |
| SUMMER TERM | | | | |

YEAR 3

| TIME BLOCK | DATES FM/TO | CLASS TIME | AVAILABLE TIME | DESIGNATED ACTIVITY |
|--------------|-------------|------------|----------------|---------------------|
| FALL TERM | | | | |
| WINTER BREAK | | | | |
| SPRING TERM | | | | |
| SPRING BREAK | | | | |
| SUMMER TERM | | | | |

YEAR 4

| TIME BLOCK | DATES FM/TO | CLASS TIME | AVAILABLE TIME | DESIGNATED ACTIVITY |
|--------------|-------------|------------|----------------|---------------------|
| FALL TERM | | | | |
| WINTER BREAK | | | | |
| SPRING TERM | | | | |
| SPRING BREAK | | | | |
| SUMMER TERM | | | | |

Extracurricular Options

| | | |
|-----------------------------|----------------------|------------------------------|
| Job Shadowing | Research Project | Study Away |
| Mentoring Meetings | Student Organization | International Travel |
| Volunteer Community Service | Part Time Employment | Fulltime Seasonal Employment |
| Campus Activity/Project | Part Time Internship | Fulltime Internship |

During some blocks you might have enough available time for a 15 hour per week part time job or volunteer community service project. Some blocks might provide no more than 5-10 hours per week for simple job shadowing or mentoring activity. During other blocks you might have enough available time for a 25 hour per week internship. Some blocks might even accommodate a fulltime internship. Consider your available time. And consider your options.

Fall and spring terms are typically heavy with coursework. These blocks might be best suited for volunteer work, mentoring, or shadowing. During these blocks it might be more feasible to engage in campus activities or short term projects.

Spring break is usually too short for anything more than leisure or recreational activity.

Winter break might easily provide enough available time for a temporary seasonal job or career-building opportunity.

Summer break tends to be the largest block of time during which academic activity is light or non-existent. These blocks of time are prime periods for a full scale internship or fulltime job opportunity.

If you are a student athlete, some blocks of time are fully dedicated to your sport. Identify off-season blocks of time for career-related activities.