**Graduate Student Resources[[1]](#endnote-1)**

**Links to GT offices, FAQs, and other resources**: <https://iac.gatech.edu/students/resources>

***Graduate Education & Employment***Student FAQs: <https://grad.gatech.edu/faq/knowledgebase.php>

Faculty/Staff Resources (teaching)**:**<https://grad.gatech.edu/faculty-staff/faculty-staff-guidance-resources>

*Graduate Student Handbook:*<https://grad.gatech.edu/sites/default/files/documents/grad_guide_fall_2020_20200618.pdf>

International Student Enrollment Requirements & Reduced Course Loads
  <https://isss.oie.gatech.edu/content/enrollment-requirements>

Human Resources--Student employment process:<https://hr.gatech.edu/student-employment>

Graduate Internships: <https://career.gatech.edu/graduate-student/application-process>
 Contact: Christina Hall  christina.hall@gatech.edu

Georgia Tech Employees, ONE USG: <https://oneusgconnect.usg.edu/>

***GVU Center Information***

Prototyping Lab: [ttps://protolab.gvu.gatech.edu](https://protolab.gvu.gatech.edu/)

Computational Craft Lab: <https://craftlab.gvu.gatech.edu>

Usability Lab: <https://usabilitylab.gvu.gatech.edu>

RNOC Lending Library: <https://rnoc.gatech.edu/rnoc-lending-library>

Interactive Product Design Lab: <https://ipdl.gatech.edu/>

 Contact: Tim Trent timothy.trent@cc.gatech.edu.

***Library Research***

Library Research—Subject Experts: <https://library.gatech.edu/experts>
SmartTech (GT publications, including theses & dissertations): <https://smartech.gatech.edu/discover>

***PIVOT:*** Georgia Tech has a subscription to this powerful database and search tool for finding funding opportunities as well as jobs, conferences, and journal calls for papers. It will allow you to save searches that will email you the results monthly. <https://pivot.cos.com/>Georgia Tech Library, Events and Workshops: <http://www.library.gatech.edu/calendar/libclasses.php>

***Resume***

My Perfect Resume Builder: platform that takes the hassle out of resume writing. The platform includes prompts to help you create the perfect job-worthy resume effortlessly. <https://www.myperfectresume.com/>

Tips for Crafting a Resume: web-pages give general rules to keep in mind when creating a resume to showcase your skills and experience to employers.
 <https://career.gatech.edu/crafting-resume>, <https://career.gatech.edu/career-counseling/resume-tips>

Career Center Video Series for How to Craft a Resume/Cover letter: video webinars to help students craft effective resumes and cover letters. <http://career.gatech.edu/c2d2-video-series#Resume>

***Career Strategizing***

* Contact: make an appointment with a career counselor: <https://career.gatech.edu/career-advisors>
* Career Buzz <http://career.gatech.edu/careerbuzz>
* Career Development Guide: general guidelines to the best approach for developing your next career move. <https://career.gatech.edu/career-counseling/career-development-guide>
 Graduate Career Services <https://career.gatech.edu/graduate-career-services>
* SIGI: an introductory career planning platform to assess values related to industries and careers (create an account with your own login & password and note it for future reference).

 <http://www.sigi3.org/login.asp?SQ=3144&SK=3090939441>

* Georgia Career Information System (GCIS): provides students with information about different natures of work, educational requirements, salary information, outlook for the future, related occupations and much more. The GCIS username is "gatechcs" and the password is "gcis1906.” <http://www.gcic.edu/>

Contact: make an appointment with a career counselor to debrief your results through Career Buzz <http://career.gatech.edu/careerbuzz>

* O\*Net OnLine: tool provided by the US Department of Labor that gives information to students about the nature of the work, educational requirements, salary information, outlook for the future, related occupations, and much more.

 <https://www.onetonline.org/>

Contact: make an appointment with a career counselor to debrief your results through Career Buzz – <http://career.gatech.edu/careerbuzz>

* Workshops: list of workshops available for students for how to take part in career strategizing.

Contact: questions can be sent to careerdiscovery@gatech.edu.

Link: <http://career.gatech.edu/workshops>

* Informational Interviews: web-page that provides essential steps to conducting an effective informational interview.

<https://shiftingcareers.blogs.nytimes.com/2008/01/29/mastering-the-informational-interview/>

* Career Fair Events: webpage that lists career fair, employer information sessions, and workshop events.

 <http://careerdiscovery.gatech.edu/events>

* Virtual Career Library: resource to access over 6,000 digital pages of career guidance information.

 <http://career.gatech.edu/virtual-career-library>

***Social Branding***

* Purpose, Pivot, Professionalism: webpage that gives tips for students on how to develop sense of purpose, cultivate pivot potential, and hone in professionalism.
 <https://pwp.gatech.edu/gt2000-textbook/career-development/purpose-pivot-professionalism/>
* Career and Professional Development Listings: list of upcoming career and professional development events for students.

 <https://www.calendar.gatech.edu/event/listings/63>

* Graduate Professional Development Passport: <https://grad.gatech.edu/comm-cert-program>
 Canvas site: <https://gatech.instructure.com/enroll/MEM97P>
* Building Your Network: webpage to learn more about effective and appropriate methods for networking and social branding. <http://postdocs.gatech.edu/building-your-network>

***Personal Web Pages***

* LinkedIn’s Alumni Tool: online professional networking platform to connect with Georgia Tech alumni.

<https://www.linkedin.com/start/join?session_redirect=https%3A%2F%2Fwww.linkedin.com%2Forganization-guest%2Fedu%2Falumni&trk=login_reg_redirect>

* Connect with Alumni: webpage to help establish contacts with Georgia Tech alumnus

 <https://www.gtalumni.org/s/1481/alumni/17/home.aspx?gid=21&pgid=61>

Contact: the Georgia Tech Alumni Association career advisors can help establish contacts with Georgia Tech alumnus.

***Academic Job Search***

* Career Buzz: state-of-the-art interview and job postings management student that allows students to upload resumes, search and apply for full time, part time, and internship positions, sign up for on-campus interviews and more. <http://career.gatech.edu/careerbuzz>
* Job Search Advice: web page with links to job search advice for students.
 https://career.gatech.edu/job-market-impact-news
* Center for Teaching and Learning: program and services support graduate students in developing and improving their teaching skills, exploring career options, and navigating the academic job search.  <http://ctl.gatech.edu/>
* *Chronicle of Higher Education* Jobs: <https://jobs.chronicle.com/>
* MLA Job List: https://joblist.mla.org/
Grants and Fellowships, MLA, Profession: https://profession.mla.org/grants/

***Employment Job Links***

* Employment & Job Links: web page that includes a variety of job search links for students.
 <http://career.gatech.edu/employment-job-links>
* Careers by Simplicity: allows students to take their job search on-the-go with smart features to easily search and apply for jobs, manage on-campus recruiting activities, and connect with employers before, during, and after career fairs. <https://www.symplicity.com/higher-ed>
* Simply Hired: database to search millions of jobs. <https://www.simplyhired.com/>
* Glassdoor: data base to search jobs and read employee reviews.

<https://www.glassdoor.com/index.htm>

* Going Global: resource for students looking for international internship and job opportunities.

 <https://oie.gatech.edu/content/going-global-link>

* Vault: resource for rankings and reviews of top companies and schools, and access to new jobs and internships posted daily. <https://access.vault.com/career-insider-login.aspx?aid=256711>
* GT Buzzfile Homepage: resource for national employers by major.

<http://career.gatech.edu/welcome-gt-buzzfile-homepage>

***Working for the Government***

* Employment & Job Links: web page that includes a variety of job search links for students.

 <http://career.gatech.edu/employment-job-links>

* Careers in Government: web-page that allows students to search careers in government by field.

 <https://www.careersingovernment.com/company/17466/Georgia-Tech/>

***International Internship and Employment Resources***

The Office of International Education (OIE) provides leadership and advocacy for pursuing and supporting Georgia Tech’s international education and engagement goals through student and scholar mobility, on-campus internationalization, and intercultural experience. <https://oie.gatech.edu/about-us>

***Writing Advice***

Naugle Communication Lab: Center offers trained professional tutors to help graduate students with written projects, including thesis and dissertations, multimodal projects, individual and group presentations, poster designs, grant proposals, and cover letters, resumes, and CVs.
communicationcenter.gatech.edu/ commlab@gatech.edu or call 404-385-3612.

***Safety Information***

Georgia Tech Police Department: webpage that provides information on safety programs/classes, the LiveSafe app, and emergency preparedness resources for graduate students.
Link: <http://www.police.gatech.edu/> Contact: 404-894-2500

***Salary Information***

Academic positions (faculty & staff), see *Chronicle of Higher Education* <https://www.chronicle.com/tag/data?cid2=gen_login_refresh&cid=gen_sign_in>

Other positions, see salary.com

***Academic Grievance Policy***
<https://provost.gatech.edu/reporting-units/conflict-resolution-ombuds/academic-grievance-policy>

Catalog information, XIX Grievance: https://catalog.gatech.edu/rules/19/

1. *Information originally compiled by Reilly Alu and updated in 2022 by Carol Colatrella and Renee Jamieson. Send corrections to* *carol.colatrella@lmc.gatech.edu* [↑](#endnote-ref-1)