

# CHAMPLAIN COLLEGE

Career Collaborative | InSight Program

Class of 2026

Ready to  
**FAST-  
TRACK  
YOUR  
FUTURE?**

Here's Your **InSight**  
Program Road Map

The Career Collaborative welcomes you to Champlain's InSight Program: **Our signature program that supports your academic education with a career, finance, and wellbeing education.**

#### Who participates in this program?

All undergraduate students at Champlain—including you—are required to participate in InSight throughout your four years at the College.

#### How does it work?

You'll have an assigned list of milestones to complete each year, starting your first year. These milestones are completed outside of the classroom, and you often have several in-person and virtual options to complete each milestone. You'll have access to an InSight course in Canvas (our learning management portal) that will serve as your self-serve tool for all things InSight. There, you can track when milestones are due, see which ones you have already completed, and what options you have for each pending milestone.

#### Will I get notified about upcoming events and actions to complete?

Yes. Every week, you will receive emails about upcoming events, programs, and activities. Additionally, you'll get reminders when milestones are due. Be on the lookout for Canvas notifications, emails from Career Collaborative or your Career Coaches, and the weekly Career eCalendar.

#### How do I get started?

Log in to your InSight course in Canvas to access your InSight milestone tracker. Click on each of your first-year milestones and complete them as soon as you can. Be proactive! You can complete them all early.

#### What happens if I miss a milestone?

Because participation in the InSight program is a required part of your education at Champlain, you must have completed all your milestones assigned for the year before you can register for classes for the next semester. Avoid any registration issues by staying on top of your InSight milestones.

#### Contact us!




If you have questions, you can reach out to the Career Collaborative by emailing [careercollaborative@champlain.edu](mailto:careercollaborative@champlain.edu) or calling (802) 860-2720.

# A step-by-step guide to COMPLETING YOUR INSIGHT PROGRAM MILESTONES.

The InSight Program—an essential part of Champlain’s required education—will teach you how to market yourself, care for yourself, and manage your finances.

Each semester, you will complete milestones by certain due dates. **You’ll need to have all your milestones completed by their due dates before you can register for the next semester’s courses.** For specific dates, detailed instructions, and to sign up for any action item, log in to Canvas, our learning management portal, and choose the InSight Program course.

Questions? Email [careercollaborative@champlain.edu](mailto:careercollaborative@champlain.edu) or call (802) 860-2720. Learn more at [champlain.edu/insight](http://champlain.edu/insight).

-  Financial Milestone
-  Career Milestone
-  Wellbeing Milestone

## 1<sup>st</sup> Year

-  **AUGUST–SEPTEMBER 2022**  
Complete Incoming Wellbeing Assessment
-  **SEPTEMBER 2022–OCTOBER 2022**  
Create Wellbeing Action Plan
-  **SEPTEMBER 2022–MARCH 2023**  
Attend a Wellbeing “à la Carte” Activity
-  **AUGUST–SEPTEMBER 2022**  
Complete Career Profile & Upload Résumé
-  **SEPTEMBER 2022–MARCH 2023**  
Attend a Career “à la Carte” Activity
-  **AUGUST–SEPTEMBER 2022**  
Complete Incoming Financial Assessment
-  **SEPTEMBER 2022–MARCH 2023**  
Attend Game of Life & Create Personal Budget

## 2<sup>nd</sup> Year

-  **SEPTEMBER–OCTOBER 2023**  
Complete Activity on Helping Peers in Distress
-  **SEPTEMBER 2023–MARCH 2024**  
Complete a Wellbeing “à la Carte” Activity
-  **SEPTEMBER 2023**  
Attend Sophomore Summit
-  **SEPTEMBER–OCTOBER 2023**  
Create a Professional Résumé
-  **SEPTEMBER–OCTOBER 2023**  
Create a LinkedIn Profile
-  **SEPTEMBER 2023–MARCH 2024**  
Attend a Credit Review Session & Complete a Credit Action Plan

## 3<sup>rd</sup> Year

-  **SEPTEMBER 2024–MARCH 2025**  
Attend Work-Life Balance Activity
-  **SEPTEMBER 2024–MARCH 2025**  
Attend a Wellbeing “à la Carte” Activity
-  **SEPTEMBER 2024–MARCH 2025**  
Attend a Wellbeing “à la Carte” Activity
-  **SEPTEMBER 2024–MARCH 2025**  
Attend a Career Fair
-  **SEPTEMBER 2024–MARCH 2025**  
Complete a Cover Letter Activity
-  **SEPTEMBER 2024–MARCH 2025**  
Attend a Salary Negotiation Activity & Complete a Cost of Living Analysis
-  **SEPTEMBER 2024–MARCH 2025**  
Attend a Financial “à la Carte” Activity

## 4<sup>th</sup> Year

-  **SEPTEMBER–OCTOBER 2025**  
Complete an Exit Wellbeing Assessment
-  **SEPTEMBER–OCTOBER 2025**  
Complete an Exit Financial Assessment
-  **SEPTEMBER–OCTOBER 2025**  
Produce a 90-second Self-Pitch Video
-  **SEPTEMBER–MARCH 2026**  
Attend a Career Fair
-  **SEPTEMBER 2025–MARCH 2026**  
Attend a Wellbeing “à la Carte” Activity
-  **SEPTEMBER 2025–APRIL 2026**  
Attend a Student Loan Repayment Activity and Complete a Personal Repayment Action Plan
-  **APRIL 2026**  
Complete an Exit Career Survey

# YOU DID IT!

Milestones complete! Pat your future self on the back, and go out there and be great.

