Congratulations to the Graduating classes of 2008 - 2009.

DID YOU KNOW...

1. The Commencement Ceremony was held on Thursday, July 23, 2009 at Madison Square Garden. The Keynote Speaker was Mayor M. Bloomberg.

2. To order your Class Ring and be proud of your achievement. Order online at www.jostens.com.

3. To obtain information on colleges that accept ASA credits. Visit the Career Services and Alumni Affairs Department.

4. Our Alumni Affairs webpage is on ASA.edu. Click on the Alumni link.

5. You can stay connected with former classmates, professors and college administrators using Facebook. www.facebook.com/asalumniaffairs.

You can showcase your success story on ASA’s Alumni webpage forward info to Msilguero@asa.edu.

For questions or concerns about the Alumni webpage?

Email to: Marina Silguero - Msilguero@asa.edu

What’s Happening at ASA? by Ann Marie Merced

As we approach the end of one semester and get all geared up for the summer 2009 semester; several of our students stepped on (figuratively speaking) the gas pedal and scurried into a frenzy in their last attempt to submit final term papers, check their final grades, as well as to say farewell to those classmates that are getting ready to graduate on July 23, at Madison Square Garden. For others, it is only the beginning of their academic journey.

The administrative staff at ASA, continues to work diligently. Student Advisors are making calls and mailing out letters to those students that require appointments with regards to their class schedule for next semester. The Career Counselors are tirelessly and relentlessly conducting nonstop exit interviews and sending qualified candidates on job interviews; (Cont’d page 4)

ACCREDITATION NEWS

The buzz around the school is that ASA Institute is working toward getting another Accreditation status and will begin to offer the Bachelor’s degree. The questions on most students mind are “What is accreditation? And is ASA accredited?

What is accreditation?

Accreditation is the process by which educational institutions are reviewed by their peers according to standards of excellence generally accepted within the academic world. When an institution is accredited, students, the public, and other educational institutions have confidence that the institution is striving for and meeting high educational standards.

Is ASA accredited?

Yes, ASA is currently accredited by the Accrediting Council for Independent Colleges and Schools (ACICS). The Associate Degree program in Medical Assisting is accredited by the Commission on Accreditation of Allied Health Education Programs.

Is ASA currently a candidate for further accreditations?

Yes, ASA is a candidate for accreditation from the Middle States Commission on Higher Education.

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On June 22, 1944, U.S. President Franklin D. Roosevelt signed the G.I. Bill, an unprecedented act of legislation designed to compensate returning members of the armed services—known as G.I.s for their efforts in World War II.

The Servicemen’s Readjustment Act of 1944 gave returning servicemen access to unemployment compensation, low-interest home and business loans, and—most importantly—funding for education.

By giving veterans money for tuition, living expenses, books, supplies and equipment, the G.I. Bill effectively transformed higher education in America.

By 1947, in contrast, vets made up half of the nation’s college enrollment; three years later, nearly 500,000 Americans graduated from college, compared with 160,000 in 1939.

As educational institutions opened their doors to this diverse new group of students, overcrowded class rooms and residences prompted widespread improvement and expansion of university facilities and teaching staffs.

The G.I. Bill became one of the major forces that drove an economic expansion in America that lasted 30 years after World War II.

Deportation Officer Rodriguez began his career with the United States Government as an Immigration Inspector in New York City [KFIA in 1991]. In 1996 he accepted a position as an adjudications Officer at 26 Federal Plaza, New York. He received a temporary promotion to Supervisory District Adjudications Officer in 1999. Shortly afterwards he was again chosen for promotion and selected as the Public Affairs Specialist for the New York District. In 2003 he was promoted to Special Assistant to the District Director, New York. In November 2005 he was selected and remains a Deportation Officer with the New York Field Office. Mr. Rodriguez has been a Special Emphasis Program Manager since 1994. In addition he has been the EEO Trainer and Sexual Harassment Trainer for the New York District. He has been called upon to train not only the New York District but the Newark District as well.

After September 11, 2001 Officer Rodriguez was called upon to participate in the World Trade Center Job Fair Series held at the Jacob Javits Convention Center. These fairs which boasted well over 10,000 job seekers were designed for individuals displaced as a direct result of the World Trade Center attack.

Officer Rodriguez has developed a liaison with many local colleges and universities holding guest lecturer spots and resume/job interview workshops.

Q and A:

MS - Why did you become a Deportation Officer at ICE? Was that your career goal?
CR - I was recruited from Brooklyn College in my second year. Originally it was a summer job— that was 17 years ago. I knew nothing about immigration and what it did as an agency at the time.

MS - What do you enjoy most about your work?
CR - I have held many rewarding positions in the Federal Government each covering varied duties. I must say that each held different rewards and obstacles, but the one constant has always been feeling that at the end of the day you certainly have put in a good days work.

MS- After reading your bio, I notice that you were able to make several career moves within ICE, which career position did you enjoy the most? And lastly, describe your most memorable moment in your career at ICE?

CR - My most memorable position was when I was a Public Affairs Officer. I was responsible for all media contacts and inquiries. One of my most memorable moments was when I saw myself during a News broadcast being interviewed by Telemundo with regards to Immigration Benefits. To this day I still have people who recognize me as the spokesperson and still ask me questions, whether I am shopping in a grocery store or eating at a restaurant.

MS - You have been a guest speaker for several of my Career Development Classes for the past 5 semester's. What advice can you give to students who are pursuing a career in Law Enforcement after graduation from ASA?

CR - ASA graduates should remember first and foremost that competition for jobs is tough and they should not feel that with an Associate's degree or any other degree that they are done. One should always strive to better oneself and never be convinced that they know all there is to know.
5 tips for landing a new job when you don’t have any experience!
Marina Silguero, Editor

According to an article I read in Capital Region Living, everyday people that don’t necessarily have the most experience or education are being hired.

Impossible!? Not really. Hiring Managers will often hire those they believe will fit into the company’s expectations and present needs. Unless of course the job is highly technical or skills specific like a Medical Doctor or Surgeon.

Here are 5 Tips to assist you with this process:

1. **Identify opportunities where your skills or your true passion may apply.**

Look at your transferrable skills and sell those skills during the interview. The hiring manager will look at those skills and see what will benefit the organization.

2. **Identify jobs or careers where “soft skills” are most important.**

Soft skills are your talents that you can contribute to the organization. Your personality, communication style, organizational skills and more. Soft skills or strengths are often more important than experience and education.

3. **Create your soft skills “inventory”.**

Look beyond your experience and focus on identifying your soft skills and write them down.

4. **Market your skills and strengths, and not just your experience.**

Your resume summarizes your skills. Present your transferrable skills and strengths in a manner that communicates right away what you bring beyond experience and education.

5. **Have it on paper? Be prepared to present it.**

A 30-second pitch in which you introduce what you have done and what you can do is the final step and its your strategic career statement.

Here’s an example:

“With my previous experience in...my goal is to use my experience within a company that is seeking a goal driven employee determined to grow. I may not have the specific experience you want, but I have the drive and the ability to learn.”

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Alumni Job Fair - April 22, 2009
Marina Silguero, Editor

The day began with dark cloudy skies, as if any moment the rain would come down in buckets. But that didn’t stop the over 100 ASA Alumni from attending the Bi-Annual Alumni Affairs Department Career Fair.

Representatives from Customs Border Protection, JP Morgan Chase Bank, Urban Resource Institute - Addiction Research and Treatment and the Department of Citywide Administrative Services as well as the Bronx District Attorney’s Office, were among the companies attending the event.

The graduates were fully prepared to be interviewed and had their portfolio’s and resumes in hand.

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Are Things Finally Looking up For the Job Market?
Natecia Dennis, Associate Editor

The question posed very frequently is. “Are things finally looking up for the job market?”

In April, ASA’s Alumni Association and the Career Services Department hosted a job fair and it was very successful, which indicates that there are jobs out there. Having the right qualifications is vital, but being prepared is also just as important. Graduates were invited to attend a 3-day workshop that covered different aspects of the job hunting process-from the resume format, wearing the proper attire to how to approach a recruiter at a Job Fair.

During a recent press conference, Mayor Bloomberg stated that his “Green Jobs Plan for New Yorkers” will create and save 400,000 jobs in all five borough by:

- Implementing the largest capital infrastructure plan in New York City history by investing $10 billion in infrastructure programs this year.
- Creating thousands of new “green jobs” by making buildings energy efficient and investing in renewable wind and solar technologies.
- Attracting cutting-edge industries like biotech to create new jobs and reduce our dependence on Wall Street.

I’m committed to using everything I’ve learned - in building a business from scratch and running this city - to see us through these challenging times, to create jobs and growth and help our middle class. Together, I know we can do it.”

- Mike Bloomberg

What are some of the most effective ways to get a job? “Treat the job-seeking process as an actual job. Go to bed early, rise early, and plan your day wisely. Make phone calls to companies during the day and try to schedule interviews for morning to midday. Work with the LOA (Law of Average), and develop a positive attitude in accepting rejection.

**The Top four ways to look for jobs are:**

- Cold calling the company directly.
- Utilizing public job hunting sites such as Career Builders, Monster’s, Craigslist and Indeed.com.
- Walk-in and speak with the Hiring Manager or Office Manager.
- Networking, start with friends and family members.
Kimberly Wynn from The Department of Homeless Services (DHS) visited ASA Institute in January of 2009. She briefly spoke with students about a project that DHS was currently recruiting for called - HOPE 2009, their annual “Homeless Outreach Population Survey”. This project, which employs New York City volunteers to canvass parks, subways, and other public spaces to count the number of people in NYC who are without shelter, is an important component to improve the quality of life for all New Yorkers.

I know that several ASA students were very eager to participate in this event. If you were one of those volunteers, send us an article on your experience. Send your articles to Msilguero@asa.edu

Volunteer for HOPE 2009
NYC’s Annual Street Survey of Homelessness

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Accreditation by Middle States will
* Validate the integrity of ASA's program.
* Enhance ASA's professional standing within the educational community.
* Enhance the credibility of ASA degrees.
* Allow students to transfer credits from ASA more readily and to many more educational institutions (through articulation agreements)
* Allow opportunities for additional student resource.
* Institutionalize continuous improvement through a process requirement for regular assessment, planning, implementation and reassessment.

**New York Cares**
Brings vital volunteer support to more than 850 organizations throughout the five boroughs.
www.nycares@nycares.org - 212-228-5000

**Medical Reserve Corps**
Enhances New York City’s emergency preparedness by ensuring that a trained group of volunteer health professionals is ready to respond to public health emergencies.
www.medicalreserve.org - 866-NYC-DOH1

Visions of The Future Newsletter
is seeking writers to contribute articles for next month’s edition.

Please submit your articles and poems to:

Marina Silguero - Associate Director for Alumni Affairs at MSILGUERO@ASA.EDU

**NYC Volunteer Opportunities**
Marina Silguero, Editor

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Meet an ASA Graduate
Marina Silguero, Editor

Cicely and Bryan McDowl - HR Assistant

MS - Are you working? Where? And do you feel prepared for this position?
CB - Yes, I am working at Amalgamated Life Insurance Company, located in White Plains, NY. ASA gave me the boost that I needed to get back in the workforce. I didn’t have a degree and couldn’t find steady work for two years, but I had plenty of work experience and ASA prepared me for that with the Business Administration program and I am thankful.

MS - Have you maintained contact with ASA’s Career Services and Alumni Affairs department? Why?
CB - Yes, I have because the staff from that office develop contacts with companies and are aware of positions that haven’t been made public. They touch bases with me through emails, and phone calls and I believe this is a great service.

MS - What are your plans for the future?
CB - I will be getting married in August of 2010. My oldest Daughter is going to College in the Fall. I hope to do some travelling. Life is too short to miss out on some of the good things.

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Externship office is working at a fast pace in order to get all the graduating students hours in time before the deadline. The admissions office, the Library and several other departments and faculty members are working very hard to welcome the returning students as well as the new students entering ASA.

The Alumni Association would like every graduate to know that the staff is working very hard to increase membership and increase people’s awareness level about ASA. As the Vice President of the Alumni Association I am asking that all graduates get involved, visit the website, become a mentor and stay strong and positive about the future.