



IMPORTANT DATES:

Wednesday, November 11
Veteran's Day - College Closed

Friday, November 13
Last Day to Withdraw from Full Term (16 Weeks) Course with a "W" Grade

Wednesday, November 25
Last Day to Withdraw from Session O (14 Weeks) Course with a "W" Grade

Thursday, November 26 – Sunday, November 29
Thanksgiving Recess - College Closed



HISPANIC COUNCIL:

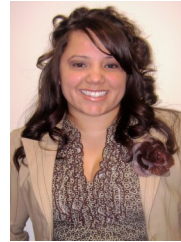
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Hispanic Scholarship Fund

The nation's largest provider of college scholarships for Latinos is the Hispanic Scholarship Fund. Currently, the Hispanic Scholarship Fund is still accepting online applications. Below you will find a hyperlink to The Hispanic Scholarship Fund website where you can apply online. The deadline date to apply online is 12/15/09. Students interested in applying must have a 3.0 cumulative GPA on a 4.0 scale (or the equivalent), must be a U.S. Citizen or legal permanent resident, must be or planning to pursue their first undergraduate or graduate degree, must apply for federal financial aid using the Free Application for Federal Student Aid (FAFSA), and must plan to enroll full time as an undergraduate or graduate student in a degree seeking program at a U.S. accredited institution in the upcoming academic year.

<https://apply.hsf.net/applications/>

New Program Assistant in the Hispanic Council Office



Cuyahoga Community College is pleased to welcome Michelle Figueroa as it's new part-time Program Assistant in the Hispanic Council Office. In this role, she will spend the majority of her time providing pre-admissions support to students and helping to coordinate programs and activities at the Western Campus. During peak registration season, she will assist students at the Metro Campus in the Financial Aid Department. Michelle will also be available for scheduled appointments to assist Hispanic students at "Mi Rincon" (the study room in the Liberal Arts building of Metro

Campus). Michelle previously worked at Liberty Mutual Insurance Group as an Administrative Assistant, and prior to that, she served as a Prevention Specialist at Hispanic UMADAOP. She is currently pursuing an Associate of Applied Business Degree in Business Management at Tri-C, and plans to transfer to Cleveland State University to earn her Bachelor's in Business Administration.

Michelle can be contacted at (216) 987-5517 or via e-mail at michelle.figueroa@tri-c.edu



Hispanic Student Organization at Western Campus

In 1994, students from Western Campus created a club called *Hispanic Organization Looking Ahead (HOLA)*. Unfortunately, the club lost many of its leaders during the 1990s and became inactive. The Hispanic Council would like to revive the club this fall!

Goals:

The goals of HOLA are to:

- Assist the Hispanics at Western Campus in any way possible.

- Create a more welcoming environment for Hispanic students.
- Provide a means whereby all students may gain experience in cultural participation.
- Foster awareness of the various Hispanic cultures that are present both on this campus and around the world.
- Educate the College community as a whole about the Hispanic culture.

All currently enrolled students at

Cuyahoga Community College are welcome to join the club to learn more about our culture and roots. In addition, all members will have an opportunity to be elected into one of the following Executive Board positions: President, Vice President, Secretary, and Treasurer.

If you have any questions or if you are interested in joining the HOLA Club, please call Trudy Ramos at (216) 987-5691 or e-mail her at trudy.ramos@tri-c.edu.

ORGANIZACION DE ESTUDIANTES HISPANOS EN EL RECINTO OESTE

En el año 1994 algunos estudiantes del Recinto Oeste formaron un club llamado Hispanic Organization Looking Ahead (HOLA). Desafortunadamente, éste perdió muchos de sus líderes durante la década de los 90 y acabó cerrándose. Este otoño el Hispanic Council se ha propuesto revivir HOLA, cuyos objetivos son:

- Asistir a los hispanos del Recinto Oeste en lo que sea necesario.
- Crear un ambiente más acogedor para los estudiantes Hispanos.
- Proporcionar un medio por el cual todos los estudiantes puedan adquirir experiencia en la participación cultural.
- Promover el conocimiento de las culturas hispanas que están presentes tanto en *este* recinto como en todo el mundo. Educar a la comunidad universitaria sobre la cultura hispana.

Invitamos a todos los estudiantes actualmente matriculados en Cuyahoga Community College a participar en HOLA para aprender más sobre las culturas hispanas.

Si tiene preguntas o está interesado en participar en HOLA, comuníquese con Trudy Ramos al (216) 987-5691 o trudy.ramos@tri-c.edu.

Consejos para ayudarlo a conseguir el trabajo que desea.

- 1. Carta de presentación:** Envíe una carta especialmente escrita para la posición a la cual está aplicando. Diríjala a la persona que contrata para la posición.
- 2. Resume:** Utilice el tipo de letra básica y organícelo claramente para que se vea profesional. Esto aumentará la posibilidad de que le inviten a una entrevista.
- 3. Portafolio profesional:** Incluya una lista detallada de sus logros, su resumé, educación, entrenamiento, experiencia y documentación que demuestre su experiencia previa profesional (por ejemplo, una carta de recomendación de su empleador previo).
- 4. La Entrevista:** Practique la entrevista con alguien que conozca. La preparación previa aumentará su posibilidad de conseguir el trabajo. Vístase profesionalmente para una entrevista de cualquier tipo de empleo. Trate de mantener contacto visual con la persona que lo está entrevistando y mantenga las manos cruzadas en la falda para evitar moverlas mucho. Cruce los pies en los tobillos; no en las rodillas.

TIPS TO HELP YOU GET THAT JOB YOU WANT

1. Cover Letter: Once you find a position you are interested in, find the email or contact information for the person in charge of hiring or the human resource contact. Create a cover letter specifically for the individual position you are applying for. Direct the cover letter directly to the contact person and submit it with your resume. You can use a website to help you create your cover letter and resume. Below is a hyperlink to a resume and cover letter sample site.

2. Resume: Use a basic font and be sure that your resume looks professional from first glance without even reading it. Since employers receive so many resumes for an individual position, it is common for the hiring manager to only look at some of the resumes that catch his or her eye. The cleaner and more professional your resume looks, the better chance you have of getting an interview.

3. Professional Portfolio: Your professional portfolio should contain a careful record of your specific accomplishments. It should also be well organized and contain the following information: a resume, documentation of professional learning, training, and experience, artifacts demonstrating professional knowledge, dispositions, and performances attained (for example, a letter from a previous employer). Below you will find a hyperlink that will help you create your professional portfolio.

4. The Interview: It is important that you dress for success when you are interviewing. No matter what type of job you are applying for, it is always important that you dress professionally for your interview. The way you dress for an interview can determine whether or not you will be considered for the position you are applying for.

Interviews tend to make people nervous, and being nervous will sometimes make an interviewee tap

shake or make some kind of impatient gesture. Practicing sitting in place with your hands folded in your lap so they are not making nervous gestures will help you to be prepared for your interview. You could cross your feet at the ankles instead of at the knees, because when you cross at the knees and you're already nervous, your leg will tend to bounce up and down, which can be a distracting gesture during an interview. Dressing professionally and being prepared for your interview will give you a better chance of landing the job you are applying for.



http://www.resumesandcoverletters.com/sample_resumes.html#established

<http://www83.homepage.villanova.edu/richard.jacobs/EDU%207250/index6.html>

Retirement Challenges for Hispanic Americans

The League of United Latin American Citizens published an article regarding the retirement challenges that Hispanic Americans face. Some of the challenges discussed in the article are: Lack of retirement preparation, less access to employer-sponsored retirement plans, lower levels of personal savings and inadequate financial literacy. Report findings state that only 41% of Hispanic workers say they have saved money for retirement. Only 25% of Hispanics are covered by an employer-sponsored retirement plan. At least 80% of Hispanics receiving Social Security benefits rely on these benefits for at least 50% of their retirement earnings. Hispanics ages 65 and older receive about \$2,124 less in earnings than non-Hispanics.

It is imperative that Hispanics manage, save, and invest in a secure plan that will ensure their financial

security after retirement. Many young Hispanics follow in their parents' footsteps, and do not think much of saving or planning for the future. However, it is important that Hispanics break the cycle of Financial illiteracy and raise awareness of the retirement challenges that Hispanics as well as non-Hispanics are facing.

Taking a course about financial literacy or budgeting are some things that you can do to learn how to create a budget and a savings plan for your future. Below are some sites that will help raise retirement challenge awareness and give information and suggestions to help plan for the future.

<http://www.lulac.org/advocacy/press/2009/retirement.html>

<http://www.paycheckforlife.org/>

Retos de jubilación para los Hispano Americanos

La Liga de Ciudadanos Latinoamericanos Unidos publicó un artículo sobre los desafíos que experimentan los hispanos con respecto a jubilación debido a:

- la falta de preparación para jubilarse
- menos acceso a la jubilación patrocinada por el patrono
- la limitada cantidad de ahorros personales
- La limitada educación financiera.

Muchos jóvenes hispanos siguen los caminos de sus padres y no ahorran ni planean su retiro. Es importante que la nueva generación rompa este ciclo y se prepare para enfrentar los retos del retiro. Se ofrecen clases sobre educación financiera que ayudan a planificar mejor su futuro financiero.