



Orientation Program & Career Forum

Preparation Checklist - 2025

✓	Deliverables	Due Date
1.	Register for OP	ASAP (by Monday, 5/05)
2.	Sign the OP Participation Policies Form	ASAP (by Monday, 5/05)
3.	TRAVEL INSTRUCTIONS: Read carefully (2 min video tutorial) <ol style="list-style-type: none">Complete steps 1 & 2 on this checklist first.You will receive an email from TravelBank; create a user account with a personal email address.<ol style="list-style-type: none">TravelBank is used for requesting a \$300 travel stipend AND to book your flight.Request your stipend first and plan to book your travel within the same week you request your stipend.<ol style="list-style-type: none"><i>The stipend and travel need to be requested and booked within the same calendar month.</i>	ASAP (by Friday, 5/09)
4.	Submit OP Professional Profile for the OP Conference Guide	Monday, 5/05
5.	Create Hello Fellow account: <ul style="list-style-type: none">Allow 2-3 business days for account approvalUpload your résumé (viewed by corporate partners).Join Hello Fellow Groups.	ASAP (by Tuesday, 5/13)
6.	Attend Pre-OP Corporate Partner Webinars <ul style="list-style-type: none">More information forthcoming!	Various Dates
7.	Follow The Consortium on social media: Use hashtag: #CGSM59 <ul style="list-style-type: none">Consortium Class of 2027 GroupMe - used for OP communications!LinkedIn X InstagramAnnounce your news using our Consortium frame!	ASAP
8.	Review the Student Member Manual	Prior to OP



THE CONSORTIUM
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