

<b>Student Name:</b>		<i>Sample</i> <b>Academic and Career Plan</b>				<b>Initiation Date:</b>			
<b>Student ID#:</b>						(This template is designed as a sample for use by school divisions and can be modified to include local need.)			
<b>School:</b>		<b>Career Cluster/Pathway:</b> Choose an item.							
<b>Career Goal:</b>									
<b>Secondary and Postsecondary Career Pathways</b>									
<b>CAREER CLUSTERS IN VIRGINIA:</b> <a href="#">Click HERE to Explore Career Clusters</a>									
Secondary Education Goal:	Diploma Type					Diploma Recognition			
	<a href="#">Standard</a>		<a href="#">Advanced Studies</a>		<a href="#">Other</a>		<a href="#">Early College Scholars</a>		<a href="#">Governor's Medallions</a>
Post Secondary Goal:	4-Year College/University		2-Year Community College/Technical Program			<a href="#">Diploma Seal(s) Earned:</a> Choose an item.			
	Selected Military Branch: Choose an item.			Other:		<a href="#">Workplace Readiness Skills for the Commonwealth Assessment?</a> Choose an item.			
						<a href="#">Career Readiness Certificate (CRC)?:</a> Choose an item.			
Test Data:	<a href="#">PSAT</a>		<a href="#">SAT</a>		<a href="#">ACT</a>		Other:		
<a href="#">Career Assessment:</a>	Assessment Completed? Choose an item.				<a href="#">Industry Credentials/Certification:</a>				Date Passed:

**Program of Study**

EDUCATION LEVELS	GRADE	English/ Language Arts	Mathematics	Science	Social Studies/ Science	Health and Physical Education	Other Required Courses (Examples: Foreign Language, Economics & Personal Finance)	<a href="#">Recommended Career and Technical Courses</a> and Other Recommended Electives
<b>MIDDLE</b> <b>E</b>	7	Choose an item.	Choose an item.	Choose an item.	Choose an item.	Choose an item.		
	8	Choose an item.	Choose an item.	Choose an item.	Choose an item.	Choose an item.		
<b>SECONDARY</b>	9	Choose an item.	Choose an item.	Choose an item.	Choose an item.	Choose an item.		
	10	Choose an item.	Choose an item.	Choose an item.	Choose an item.	Choose an item.		
	11	Choose an item.	Choose an item.	Choose an item.	Choose an item.			
	12	Choose an item.	Choose an item.	Choose an item.	Choose an item.			
	<b>Optional School Based and Non-School Based Activities</b>							
Extracurricular Activities (Clubs, Organizations, Offices Held):    Choose an item.    Choose an item.    Other:								
Career and Technical Student Organizations:    Choose an item.    Other:								
Work-Based Learning Experience:    Choose an item.    Other:								
Community Service Hours:								

POSTSECONDARY	Colleges/Universities of Interest			
	Name of College/University/Other	Early Decision/Application Deadline	Date Transcript Sent	Comments

POSTSECONDARY	Postsecondary			
	Postsecondary Major or Area of Study	Postsecondary Minor or Additional Area of Study	Projected Beginning Date	Comments

POSTSECONDARY	Required Courses or Recommended Electives			

Student Signature: \_\_\_\_\_ Date Initiated: \_\_\_\_\_ Date Reviewed: \_\_\_\_\_ Date Reviewed: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date Initiated: \_\_\_\_\_ Date Reviewed: \_\_\_\_\_ Date Reviewed: \_\_\_\_\_

School Official Signature: \_\_\_\_\_ Date Initiated: \_\_\_\_\_ Date Reviewed: \_\_\_\_\_ Date Reviewed: \_\_\_\_\_

In addition to an analysis of formal academic and career assessments, the following questions might assist you as you explore academic and career options for students.

GRADES 7 AND 8	
SAMPLE QUESTIONS	NOTES
<p><b><u>Personal Interests and Talents:</u></b></p> <ul style="list-style-type: none"> <li>• What activities do you enjoy most?</li> <li>• What talents do you have?</li> <li>• What do you do well?</li> <li>• What school subjects do you like? Dislike?</li> </ul>	
<p><b><u>Academic and Career Preparation:</u></b></p> <ul style="list-style-type: none"> <li>• What are your favorite courses in school?</li> <li>• How do those courses relate to a career?</li> <li>• Do you plan to attend college?</li> <li>• What are your favorite courses in school?</li> <li>• Describe how the classes you are taking now may help you in choosing a career or college major.</li> </ul>	
<p><b><u>College and Career Preparation:</u></b></p> <ul style="list-style-type: none"> <li>• What career or occupation of a family member or close friend interests you?</li> <li>• Does what they do every day affect your decision on college or a career?</li> <li>• Have you talked to them about your goals for the future?</li> <li>• Explain that conversation and how they will support you in your efforts to reach those goals.</li> <li>• Have you reviewed the <a href="#">career clusters</a>? What careers interest you and why?</li> </ul>	

**GRADES 7 AND 8**

**SAMPLE QUESTIONS**

**NOTES**

**Personal Reflection:**

- Name someone you think is successful at what they do. What makes them successful at that career?
- Explain how those attributes may assist you in reaching your goals.

**GRADES 9 AND 10**

**SAMPLE QUESTIONS**

**NOTES**

**Personal Interest and Talents:**

- Have your college and/or career plans changed? If so, how?
- What do you do outside of school that may help you in your career interest?
- What are your plans to participate in school clubs/organizations?
- Update your information on clubs, organizations, sports, and/or community service.

**GRADES 9 AND 10**

**SAMPLE QUESTIONS**

**NOTES**

**Academic and Career Preparation:**

- What are your favorite courses?
- What courses will help you attain your career goal?
- What skills must one possess to be successful in a chosen profession?
- What are the benefits of the PSAT testing?
- Are you aware of the Early College Scholars program?
- Are you aware of the Commonwealth College Collaborative Courses (CCCC)?
- Are you aware of the opportunity to take Advanced Placement courses online through Virtual Virginia?
- Are you aware there are dual enrollment and IB opportunities in career and technical education?
- Explain the benefits of taking dual enrollment courses and AP courses.
- What are diploma seals and how can they benefit you?

**College and Career Preparation:**

- Which colleges interest you? In-State? Out-of-State?
- Explain how your parent(s) or guardian(s) support or influence your decision for college or career plans.
- What are your plans to participate in College and Career Night and what information will you specifically seek from the event?
- Are you aware of the industry certifications that are available through career and technical education courses?

**GRADES 9 AND 10**

**SAMPLE QUESTIONS**

**NOTES**

- Are you aware that the industry credentials earned through career and technical education can be used for a student-selected verified credit and/or substituted for a science and/or history/social sciences verified credit?

**Personal Reflection:**

- What defines a leader?
- What attributes must a leader have to be successful?
- What are your leadership qualities?
- What are some opportunities for leadership in school?

**GRADES 11 AND 12**

**SAMPLE QUESTIONS**

**NOTES**

**Personal Interest and Talents:**

- Have your college and/or career plans changed? If so, how?
- Update your information on clubs, organizations, sports, and/or community service.

**GRADES 11 AND 12**

**SAMPLE QUESTIONS**

**NOTES**

**Academic and Career Preparation:**

- Are you aware of how dual enrollment and AP courses can save you money and earn you credits towards college?
- Are you aware there are dual enrollment and IB opportunities in career and technical education?
- Are you aware that you may be eligible for assistance in paying for Advanced Placement and International Baccalaureate exams through the Advanced Placement Test Fee Payment Program?
- Are you aware of the opportunity to take Advanced Placement courses online through Virtual Virginia?
- When do you plan to take the SAT/ACT or SATII?
- Are you aware of diploma seals? What diploma seals are you eligible to receive?
- Are you on track to receive an Early College Scholars Certificate?

**College and Career Preparation:**

- What colleges/universities do you plan to visit this year?
- Describe the benefits of attending a community college?
- How can you and your parents/guardians obtain information about financial aid and college expense?
- What are your plans to participate in College and Career Night and what information will you specifically seek from the event?
- What is your plan for submitting applications to colleges? What are the deadlines?



**GRADES 11 AND 12**

**SAMPLE QUESTIONS**

**NOTES**

- Are you aware that the Virginia Department of Education Offers a scholarship for which you may be eligible (Granville P. Meade scholarship)?
- What other scholarships are you aware of and what steps are you taking to apply for those scholarships?
- Are you aware that an industry certification and completion of a career and technical education program may help you in advanced placement in a community college career and technical education program?
- Do you have a résumé?

**Personal Reflection:**

- Explain specific qualities that you have to be successful in college or your choice of a career?
- Define success for you in the next five years.