



# Wiggins Middle / High School ICAP

Name: \_\_\_\_\_ Graduation Year: \_\_\_\_\_

## My Top Careers:

- ✓ \_\_\_\_\_
- ✓ \_\_\_\_\_
- ✓ \_\_\_\_\_
- ✓ \_\_\_\_\_
- ✓ \_\_\_\_\_

## My Post-Secondary Education Plan:

- 2-year vocational/technical school or community college
- 4-year college or university
- State college/university
- Selective college/university
- Highly selective college/universe
- Military academy
- Military enlistment (requires a high school diploma)
- Work
- Other (internship, travel, missionary trip, etc.)

## My Planned High School Courses:

| Freshman Year<br>Review Date: _____ | Sophomore Year<br>Review Date: _____ | Junior Year<br>Review Date: _____ | Senior Year<br>Review Date: _____ |
|-------------------------------------|--------------------------------------|-----------------------------------|-----------------------------------|
|-------------------------------------|--------------------------------------|-----------------------------------|-----------------------------------|

High School

|                        |                        |  |
|------------------------|------------------------|--|
| <b>9<sup>th</sup></b>  | Core Academic Courses: |  |
|                        | Career Path Courses:   |  |
| <b>10<sup>th</sup></b> | Core Academic Courses: |  |
|                        | Career Path Courses:   |  |
| <b>11<sup>th</sup></b> | Core Academic Courses: |  |
|                        | Career Path Courses:   |  |
| <b>12<sup>th</sup></b> | Core Academic Courses: |  |
|                        | Career Path Courses:   |  |

|  |  |                               |
|--|--|-------------------------------|
| Recognition for Advanced Learning          | Secondary to Postsecondary Linkages & Certifications:  |                               |
|  | Postsecondary Credit Options:  |                               |
| Extended learning Experiences:             |  |                               |
| Curricular Experiences:                    |  | Extracurricular Experiences:  |
| Work-Based Learning Experiences:           |  | Service Learning Experiences: |
| Colorado Postsecondary Programs Available: | Colorado Institutions:<br><a href="http://www.collegeincolorado.org">www.collegeincolorado.org</a> | Entrance Exams/ Requirements: |
| Post-secondary Education Opportunities     | 1. _____<br>Web: _____   |                               |
|  | 2. _____<br>Web: _____   |                               |
|  | 1. _____<br>Web: _____   |                               |
|  | 2. _____<br>Web: _____   |                               |
| Career Options:                            |  | Salary Range:                 |
| 1.   |  |                               |
| 2.   |  |                               |
| 3.   |  |                               |
| 4.   |  |                               |
| 5.   |  |                               |

**Middle School Career Guidance Activities:**

**Notes:**

6-8<sup>th</sup> Grade

8<sup>th</sup> Grade

| Guidance Lesson/Activity:   |   | Resources:   | Timeline: | Evidence:                         | Completed:               |
|---|---|--|-----------|-----------------------------------|--------------------------|
| Create a College in Colorado Account  |   | <a href="http://www.collegeincolorado.com">www.collegeincolorado.com</a>   | Fall      | CIC Account Username and Password | <input type="checkbox"/> |
| Objective:  | To create a College in Colorado account for post-secondary planning.  |  |           |                                   |                          |
| Individual Career and Academic Plan Overview                                |   | What is it all really?<br>The ICAP handout   | Spring    | Freshmen Orientation Signup ICAP  | <input type="checkbox"/> |
| Objective:  | To learn what an ICAP is and why it is important.   |  |           |                                   |                          |
| College Invest Early Achievers Scholarship                                  |   | College Invest Early Achievers Scholarship Application   | Spring    | Registration Database Module      | <input type="checkbox"/> |
| ASCA Standards:   | To provide students with the early achiever scholarship application, to apply for funding for college education.  |  |           |                                   |                          |
| Pre-Registration for Freshmen Courses                                       |   | Freshmen Pre-Registration Form   | Spring    | Freshman Orientation signup ICAP  | <input type="checkbox"/> |
| Objective:  | To identify classes for freshmen year.  |  |           |                                   |                          |
| Graduation Requirement/Higher Education Admission Requirements Presentation |   | - Graduation Requirements Handout<br>- Overview of Four Year Planner<br>- Graduation-check Form<br>- Higher Ed Admissions Requirement Handout<br>- Sample College Admission Requirements (ex: CSU) | Spring    | Freshmen Orientation Signup ICAP  | <input type="checkbox"/> |
| Objective:  | To understand the graduation requirements for both a general diploma and an honors diploma.<br>To understand the higher education admission requirements for Colorado Universities. |  |           |                                   |                          |
| GPA Important/What is Different About High School Presentation              |   | GPA- How Important Is It? Handout  | Spring    | Freshmen Orientation Signup ICAP  | <input type="checkbox"/> |
| Objective:  | To learn how high school is different from middle school and why grades are so important in high school.  |  |           |                                   |                          |
| Career Connection related to Academic Subjects                              |   | Your Career Connection Worksheet   | Spring    | Freshmen Orientation Signup ICAP  | <input type="checkbox"/> |
| Objective:  | To start exploring possible careers by academic subjects.   |  |           |                                   |                          |
| Overview of Awards and Scholarships   |   | - Scholarships and Awards handout<br>- Sample Boettcher Application  | Spring    | Freshmen Orientation Signup ICAP  | <input type="checkbox"/> |
| ASA Standards   | To learn about different scholarships and award opportunities and requirements.   |  |           |                                   |                          |

## High School Career Guidance Activities:

**Notes:**

9<sup>th</sup> Grade

10<sup>th</sup> Grade

| Guidance Lesson/Activity:   | Resources:  | Timeline: | Evidence:   | Completed:               |
|---|---|-----------|---|--------------------------|
| <b>CIC Interest Profiler</b>  | <a href="http://www.collegeincolorado.org">www.collegeincolorado.org</a>  | Winter    | ICAP Four Year Planner  | <input type="checkbox"/> |
| Objective: To complete the interest profiler and explore careers of interest.   |   |           |   |                          |
| <b>Four Year Planner</b>  | - Four Year Plan Handout<br>- Graduation Requirements   | Winter    | ICAP Four Year Planner  | <input type="checkbox"/> |
| Objective: To review graduation requirements and develop course plan for high school.   |   |           |   |                          |
| <b>Review of Assessment Profile and Needs Assessment</b>  | Schedule Assessment Portfolio   | Winter    | ICAP Four Year Planner  | <input type="checkbox"/> |
| Objective: To review assessment portfolio and discuss needs.  |   |           |   |                          |
| <b>Career &amp; Technical Education Pathways</b>  | <a href="http://www.cccs.edu">www.cccs.edu</a><br>Career & Technical Education System   | Winter    | ICAP Four Year Planner  | <input type="checkbox"/> |
| Objective: To review career and technical education pathways- course plans, institutions, extended learning opportunities, salary ranges. |   |           |   |                          |
| <b>Pre-Registration for Sophomore Year</b>  | - Graduation Requirements<br>- Transcripts<br>- Four Year Plan<br>- Pre-Registration Form                                     | Spring    | Pre-Registration Form   | <input type="checkbox"/> |
| Objective: To select courses for sophomore year by reviewing transcript, graduation requirements, goals, and four year plans.             |   |           |   |                          |
| <b>Review and Update Post-Secondary Plans and Match Career and Educational Objectives</b>   | ICAP  | Fall      | ICAP  | <input type="checkbox"/> |
| Objective: To review my career and post-secondary plan to make sure I am on track.  |   |           |   |                          |
| <b>PLAN &amp; PLAN Presentation</b>   | <a href="http://www.act.org">http://www.act.org</a><br>- PLAN presentation<br>- Transcript<br>- College Admission Index Chart | Fall      | PLAN Score:<br>_____  | <input type="checkbox"/> |
| Objective: To prepare for the ACT by using the college readiness section & practice test to evaluate college admissions standards.        |   |           |   |                          |
| <b>PLAN Presentation on World of Work Career Possibilities</b>  | <a href="http://www.planstudent.org">www.planstudent.org</a><br>- PLAN<br>- World-of-Work Map                                 | Fall      | Sophomore Career Letter   | <input type="checkbox"/> |
| Objective: To provide opportunities for students to explore careers from interest survey.   |   |           |   |                          |
| <b>College Accuplacer Exam<br/>College Opportunity Fund<br/>Pre-Registration for Junior Year</b>  | - MCC Accuplacer Exam<br>- Graduation Requirements<br>- Transcript<br>- Four Year Plan<br>- Pre-Registration Form             | Spring    | Accuplacer Scores:<br>M = _____<br>R = _____<br>SS = _____<br>Pre-Registration Form | <input type="checkbox"/> |
| Objective: To select courses for junior year by reviewing transcript, graduation requirements, goals, and four year plans.                |   |           |   |                          |

**High School Career Guidance Activities continued...**

**11<sup>th</sup> Grade**

| Guidance Lesson/Activity:  |   | Resources:   | Timeline:     | Evidence:  | Completed:               |
|--|---|--|---------------|--|--------------------------|
| <b>Review and Update Post-Secondary Plans and Career and Educational Objectives</b>              |   | <b>ICAP</b>  | <b>Fall</b>   | <b>ICAP</b>  | <input type="checkbox"/> |
| Objective:   | To review my career and post-secondary plan to make sure I am on track.   |  |               |  |                          |
| <b>College Fair / College Visit</b>  |   | - College Visit Worksheets   | <b>Fall</b>   | College Fair Visits & Worksheet Posted   | <input type="checkbox"/> |
| Objective:   | Gather general information about schools of your choice.  |  |               |  |                          |
| <b>Choosing a College Presentation</b>   |   | <a href="http://www.collegeincolorado.org">www.collegeincolorado.org</a>   | <b>Winter</b> | Junior Letter  | <input type="checkbox"/> |
| Objective:   | To learn about how to choose a college that is a good match based on characteristics and college interest.                          | - Transcript<br>- PLAN Score<br>- (Estimated ACT) or ACT Index Score Handout / Web                                 |               |  |                          |
| <b>NCAA / NAIA</b>   |   | - NAIA Information Form<br>- NCAA College-Bound Student-Athlete Information Packet                                 | <b>Winter</b> | Transcript Request for Intended Students   | <input type="checkbox"/> |
| Objective:   | Inform students of requirements for college athletics.  |  |               |  |                          |
| <b>ACT</b>   |   | <a href="http://www.act.org">http://www.act.org</a>  | <b>Spring</b> | <b>ACT Score:</b><br>_____   | <input type="checkbox"/> |
| Objective:   | To learn about college opportunities and to experience the college atmosphere to aid me in my post-secondary education selection.   |  |               |  |                          |
| <b>Financing College Presentation</b>  |   | - Financing College Handout  | <b>Spring</b> | Financial Aid Signup   | <input type="checkbox"/> |
| Objective:   | To learn about how to finance post-secondary education.   |  |               |  |                          |
| <b>College Accuplacer Exam<br/>College Opportunity Fund<br/>Pre-Registration for Senior Year</b> |   | - MCC Accuplacer Exam<br>- Graduation Requirements<br>- Transcripts<br>- Four Year Plan<br>- Pre-Registration Form | <b>Spring</b> | <b>Accuplacer Scores:</b><br>M = _____<br>R = _____<br>SS = _____<br><br>Pre-Registration Form | <input type="checkbox"/> |
| Objective:   | To select courses for senior year by reviewing your transcript, graduation requirements, goals, and four year plans.                |  |               |  |                          |
| <b>Create Resume</b>   |   | - Creating a College Resume Handout  | <b>Fall</b>   | Resume   | <input type="checkbox"/> |
| Objective:   | To Create a resume of my awards, activities, and skills to aid in applying for post-secondary education admission and scholarships. |  |               |  |                          |

**12<sup>th</sup> Grade**

12<sup>th</sup> Grade

| High School Career Guidance Activities continued... |  |  |                 |   |                          |
|---|--|--|-----------------|---|--------------------------|
| Guidance Lesson/Activity:                           |  | Resources:   | Timeline:       | Evidence:   | Completed:               |
| <b>Final Career Exploration</b>                     |  | <ul style="list-style-type: none"> <li>- CIC Career Surveys</li> <li>- World-of-Work Maps</li> <li>- Career Information on CIC</li> <li>- Career Shadow Day</li> </ul>   | <b>Fall</b>     | List Final Careers  | <input type="checkbox"/> |
| Objective:  | To review my interest and align them with a career.  |  |                 |   |                          |
| <b>Recommendation Letters</b>                       |  | <ul style="list-style-type: none"> <li>- Sample Letter of Recommendation</li> </ul>  | <b>Fall</b>     | Recomm. Letters in Mailbox  | <input type="checkbox"/> |
| Objective:  | To create letters asking for recommendation letters.                                       |  |                 |   |                          |
| <b>Choosing a College</b>                           |  | <a href="http://www.collegeincolorado.org">www.collegeincolorado.org</a> <ul style="list-style-type: none"> <li>- College Comparison Chart</li> <li>- College Visit Worksheets</li> </ul>  | <b>Winter</b>   | List 3 Post-Secondary Opportunities to Apply to   | <input type="checkbox"/> |
| Objective:  | To learn about how to choose a college that is a good match for each student.              |  |                 |   |                          |
| <b>Scholarships</b>                                 |  | <ul style="list-style-type: none"> <li>- Senior Monthly Newsletters</li> <li>- Senior Mailboxes</li> <li>- Contact List of <b>ALL</b> Scholarships Mailed</li> </ul>   | <b>All Year</b> | Graduation Plans and Scholarship Awards   | <input type="checkbox"/> |
| ASCA Standard                                       | To apply for funding for college education.  |  |                 |   |                          |
| <b>Financial Aid / Financial Planning</b>           |  | <ul style="list-style-type: none"> <li>- Fast Web</li> <li>- Senior Newsletter</li> <li>- Attend Financial Aid Night</li> <li>- FAFSA</li> <li>- Housing Applications</li> <li>- Costs of College Attendance Breakdowns</li> </ul> | <b>Spring</b>   | Fast Web Account<br>FASFA Pins<br>Housing Applications<br>Cost of College Attendance Budget | <input type="checkbox"/> |
| Objective:  | To learn about all financial opportunities for future.                                     |  |                 |   |                          |
| <b>College Course Plan</b>                          |  | <ul style="list-style-type: none"> <li>- College Course Plan by Major</li> <li>- MCC Transcript</li> </ul>   | <b>Spring</b>   | New Course Plan in Portfolio  | <input type="checkbox"/> |
| Objective:  | To learn post-secondary education requirements and create a four year college course plan. |  |                 |   |                          |
| <b>Create a Career Resume</b>                       |  | <ul style="list-style-type: none"> <li>- Sample Work Resume</li> </ul>   | <b>Spring</b>   | Senior Portfolio  | <input type="checkbox"/> |
| Objective:  | To create a resume of my education, work experience, & skills to aid in applying for jobs. |  |                 |   |                          |
| <b>Review and Update Final Post-Secondary Plans</b> |  | <ul style="list-style-type: none"> <li>- <b>ICAP Graduation Plan</b></li> </ul>  | <b>Spring</b>   | <b>ICAP Graduation Plan!</b>  | <input type="checkbox"/> |
| Objective:  | To finalize and put into action my post-secondary education plans.                         |  |                 |   |                          |