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| **Student Name:** |  | | | | | *Sample* **Academic and Career Plan**  **(This template is designed as a sample for use by school divisions and can be modified to include local need.)** | | | | | | | | | | | | | **Initiation Date:** | |  | | | | |
| **Student ID#:** |  | | | | | **Review Dates:** | |  | | | | |
| **School:** |  | | | | | **Anticipated Graduation Date:** | | | | |  | |
| **Career Goal:** |  | | | | | **Career Cluster/Pathway:** Choose an item. | | | | | | | | | | | | | | | | | | | |
| **Secondary and Postsecondary Career Pathways** | | | | | | | | | | | | | | | | | | | | | | | | | |
| **CAREER CLUSTERS IN VIRGINIA:** [**Click HERE to Explore Career Clusters**](http://www.cteresource.org/cpg/clusters) | | | | | | | | | | | | | | | | | | | | | | | | | |
| Secondary Education  Goal: | Diploma Type | | | | | | | | | | | | | | | | | | Diploma Recognition | | | | | | |
| [Standard](http://www.doe.virginia.gov/instruction/graduation/standard.shtml) | |  | | | [Advanced Studies](http://www.doe.virginia.gov/instruction/graduation/advanced_studies.shtml) | | | |  | | | | [Other](http://www.doe.virginia.gov/instruction/graduation/other_diploma.shtml) | | | |  | [Early College Scholars](http://www.doe.virginia.gov/instruction/graduation/early_college_scholars/index.shtml) | | |  | [Governor's Medallions](http://www.vccs.edu/newsroom-articles/governor-bob-mcdonnell-to-honor-vccs-dual-enrollment-graduates-with-governors-medallions-april-30-2013/) | |  |
| Post  Secondary Goal: | 4-Year College/University | | |  | | | 2-Year Community College/Technical Program | | | | | | | |  | | | | [Diploma Seal(s) Earned](http://www.doe.virginia.gov/instruction/graduation/diploma_seals/index.shtml): Choose an item. | | | | | | |
| Selected Military Branch: Choose an item. | | | | | | | | Other: | | |  | | | | | [Workplace Readiness Skills for the Commonwealth Assessment?](http://www.ctecs.org/va-wrs-assessment.htm) Choose an item.  [Career Readiness Certificate (CRC)?](http://www.crc.virginia.gov/): Choose an item.  [ASVAB](http://official-asvab.com/): Choose an item. Score: Choose an item. | | | | | | | | |
| Test Data: | [PSAT](http://www.collegeboard.com/student/testing/psat/about.html) |  | | | [SAT](http://sat.collegeboard.org/home) | | |  | | | [ACT](http://www.actstudent.org/) | | | | |  | | | | Other: | | | | | |
| [Career Assessment:](https://www.vawizard.org/vccs/Main.action) | Assessment Completed? Choose an item. | | | | | | | | | | | | [Industry Credentials/Certification](http://www.cteresource.org/apg/credentials): Date Passed: | | | | | | | | | | | | |

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| **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) | [**Recommended Career and Technical Courses**](http://www.cteresource.org/apg/)  **and**  **Other Recommended Electives** |
| **MIDDLE** | **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. |  |  |
|  | | | | | | | |  |
| **SECONDARY** | **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. |  |  |  |
| **Optional School Based and Non-School Based Activities**  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: | | | | | | | |

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| **POSTSECONDARY** | **Colleges/Universities of Interest** | | | |
| **Name of College/University/Other** | **Early Decision/Application Deadline** | **Date Transcript Sent** | **Comments** |
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| **POSTSECONDARY** | **Postsecondary** | | | |
| **Postsecondary Major or Area of Study** | **Postsecondary Minor**  **or Additional Area of Study** | **Projected Beginning Date** | **Comments** |
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| **POSTSECONDARY** | **Required Courses or Recommended Electives** | | | |
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**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** | |
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| **SAMPLE QUESTIONS NOTES** | |
| **Personal Interests and Talents:**   * What activities do you enjoy most? * What talents do you have? * What do you do well? * What school subjects do you like? Dislike? |  |
| **Academic and Career Preparation:**   * What are your favorite courses in school? * How do those courses relate to a career? * Do you plan to attend college? * What are your favorite courses in school? * Describe how the classes you are taking now   may help you in choosing a career or college major. |  |
| **College and Career Preparation:**   * What career or occupation of a family member or close friend interests you? * Does what they do every day affect your decision on   college or a career?   * Have you talked to them about your goals for the future? * Explain that conversation and how they will support you in   your efforts to reach those goals.   * Have you reviewed the [career clusters](http://www.doe.virginia.gov/instruction/career_technical/career_clusters/index.shtml)? What careers interest you and why? |  |
| **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** | |
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| **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. |  |
| **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?   * 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? |  |
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| **GRADES 11 AND 12** | |
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| **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. |  |
| **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?   * 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. |  |