

CAREER PLANNING OVERVIEW

This was designed around a 30 minute TA/Resource period for students. Sessions can be combined to adjust for 50 or 90 minutes classes.

Things can be printed off and placed in student folders to have a hard copy of information.

Session 1: Overview

Discuss with student that you will be starting a unit on career planning and the value of selecting courses based on career goal. Discuss the 16 Federal Career Clusters and Pathways.

If using KUDER have the students create their personal accounts. I had students use their regular school ID as the login and their password is our mascot followed by their two digit graduation year.

Session 2 Assessment: Have student complete at least one career related assessment. I start with the Interest Inventory in KUDER and those who finish early start the Skills assessment. Kuder accounts can still be used to house research even if you choose not to use the Kuder assessments. Students have to start a KUDER assessment in order to activate all options.

Alternative Career Cluster Assessments are: The Career Clusters Interest Survey can be printed from the Career Clusters Website (<http://www.careerclusters.org/ccinterestsurvey.php>). OR Virginia View: this can be done online or printed off is found on the Virginia View Website. Click Students, 6-8-, Dream It, Who are you.reerCluster.org,

Holland Based Assessments, you search for occupations in KUDER using Holland Codes.

Session 3-5: Career and College Research

Students use the Scavenger Hunt to learn how to navigate the KUDER Website and find relevant career and college information. Have students save career and colleges to portfolio by clicking yellow stars. I made students write the answers on the sheet and turn it in.

If you are using Virginia View or another website for research a scavenger hunt can be created to highlight the best features of that website. Students may need to print career and college information if there is not a feature to save the information to a personal portfolio.

Session 6: Research College Admissions Requirements

Identify colleges that a majority of your students hope to attend and create a list of websites for your students to look up the specific admissions requirements at those colleges. Have students locate and record the admission requirements for at least 2 traditional college admission programs and/or community college. Discuss the different types of admissions and transfer options. Admission pages can be printed off and used by students to record information.

Session 7: Research College Major Requirements

Once again identify links to course catalogs, advising sheets or other course planning materials for college a majority of your students plan to attend. Actual college catalogs can be used if you have a college/career center. I found most college websites are not user friendly. It is very hard to find specific advising sheets that students have to go back and forth between sections.

Have students use the career/ major they selected earlier identify what courses they will need to complete their first two years in college. Have them look at least one college, do two if you have

time. Discuss how similar the course requirements are between colleges how they likely are very much like courses they are currently taking in high school. You could also address how, AP, IB, and dual enrollment courses can provide college credits while in high school.

Session 8-9: Course Planning

You will need the course planning materials for your school. Have students indicate where they are now and where they need to be to be college ready. Then work to fill in the in between years so they are ready for college when they graduate. Discuss summer school options for filling in gaps.

Session 10-11: Make electronic plan in KUDER (Optional)

Go to Plan for the Future, Educational Planner section in Kuder and have students record their plan electronically. Students can either create a plan from a template or create their own using add a new plan.

Prior to the final session create a template using the administrative features in KUDER.

Research Careers & Colleges Using KUDER

Log Into Kuder

Click on Assessment Results

Click on View

Click on the name of the career Cluster you want to explore

**If you click the yellow star this item will be added to your favorites list.*

Click on Explore Occupations

Start Exploring and Answer the following questions:

What is the Name of the career cluster you selected?

Name two (2) related Career Pathways and list one (1) sample occupation for each.

Select an occupation you want to explore in more depth. What is it?

Click on that occupation then click “see all the details”

You are now in “Occupation Overview” summarize the occupation description

List two (2) sample job titles.

Click on the “About” Icon

Read over the activities and working conditions for this occupation. What are four (4) things this person would do?

What interests you the most about this job, the least?

Click on the “Characteristics” Icon

List two (2) Abilities, Skills and Values needed for this job. Do you have these?
Skills

Abilities

Values

Click on the “Income” Tab

What is the Virginia Median Income for this position? The US Median Income?

Scroll down and find out what is the job outlook for this position?

Click on the “Education” Tab

What percentage of those in this field have
High school or less
Some college
College or more

Are there any related License or Certifications for this job?

List two (2) related college majors.

List two (2) key Knowledge Areas for this occupation.

On the Left, click on a Choose a Major

**If you click the yellow star this item will be added to your favorites list.*

Select a Major

Select a Program within that major

List three (3) colleges offering the program.

List two (2) related occupations

Click on a College

** If you click on the yellow star this college will be added to your favorites.*

What is the college's website?

What is the total enrollment?

What is the most popular major?

What is the application fee?

What is the range for SAT

Verbal

Math

What percentage of applicants were admitted?

What is the In-State tuition?

What percent of students receive financial aid?

**On the left, click on the Select a College Tab
Click on Search Colleges**

Find a college within 50 miles of TC that offers on site child care

Click on that college to review the details.

Click on Find Financial Aid
Click on Scholarship Search

Search for a scholarship

Click View on a scholarship

What are some of the requirements for that scholarship?

What is the website?

Click on FAFSA

Click on the school year button

Complete required information

Look up George Mason University and Northern Virginia Community College and get their ID Numbers

Click Save and Finish later

LINKS TO COLLEGE ADMISSION REQUIREMENTS & CURRICULUMS

George Mason University: Pretty User Friendly Website

Admission: <http://admissions.gmu.edu/freshmen/FreshmenAdmissionRequirements.asp>

General Education Requirements: <http://www.gmu.edu/catalog/gened/index.html#Anchor3>

Programs of Study: <http://www.gmu.edu/catalog/programs/index.html#Anchor38>

Hampton : Some information easy to find other more difficult

Admissions: <http://www.hamptonu.edu/studentservices/admissions/apply.htm>

Academics: <http://www.hamptonu.edu/academics/index.htm>

Howard Not a user friendly site

Admissions: <http://www.howard.edu/enrollment/admission/ftic.htm>

Howard Core Curriculum: <http://www.howard.edu/academics/corecurriculum.htm>

Program: <http://www.howard.edu/academics/>

James Madison Some majors easy others hard

Admission: <http://www.jmu.edu/admissions/process/freshman.shtml>

Academics: <http://www.jmu.edu/catalog/07/programs.html>

Northern Virginia Community College Easy to use

Admission: <http://www.nvcc.edu/schedule/crs2082/start.htm>

Programs of Study: <http://www.nvcc.edu/curcatalog/programs/>

Advising Sheets: <http://www.nvcc.edu/depts/academic/proginfo.htm>

University of Maryland, Core pretty easy, major difficult

Admissions: <http://www.uga.umd.edu/admissions/apply/freshmanapplication.asp>

CORE Courses: <http://www.ugst.umd.edu/core/overview/WhatIs.html>

Major Requirements: <http://www.umd.edu/catalog/index.cfm/show/content.chapter/c/1>

University of Virginia , Core pretty easy, major difficult

Admissions: <http://www.virginia.edu/undergradadmission/admission.html>

CORE Courses: <http://artsandsciences.virginia.edu/college/requirements/index.html>

Virginia Commonwealth University: Pretty easy

Admissions: <http://www.ugrad.vcu.edu/admissions101/freshman/index.html>

Undergraduate Bulletins: <http://www.pubapps.vcu.edu/bulletins/undergraduate/>

Virginia Tech: Average Difficulty, have to go to Departments and do some digging

Admissions: http://www.admiss.vt.edu/apply/freshman/what_do_we_look_for.php

Major list <http://www.admiss.vt.edu/majors/>

COLLEGE ADMISSIONS

College Name

Application Fee: Paper

Online

Application Dates: Early

Regular

Is there a binding agreement

Is there a secondary application process to certain majors?

Course Requirements/Recommendations

Number of credits

English

Math

Science

Social Studies

Foreign Language

Other

SAT/ACT

Range

SAT Subject Test

GPA Requirements

Essay Requirement

Transcript Requirements

Reference Requirements

Other Requirements

College Name

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GPA Requirements

Essay Requirement

Transcript Requirements

Reference Requirements

Other Requirements

COLLEGE ADMISSIONS: Sample

College Name George Mason University

Application Fee: Paper \$70 **Online** \$ 50

Application Dates: Early November 1 **Regular** December 1 Paper, January 15 Online

Is there a binding agreement No

Is there a secondary application process to certain majors?

Art/Visual Arts (Portfolio), Dance and Music Audition

School of Management and Nursing, Apply prior to Junior year after completing core courses.

Course Requirements/Recommendations

Number of credits Minimum 17, recommend 23

Vary depending on the major, minimum and recommended below. Science/ Math related majors need more math and science, but can have less foreign language credits.

English 4-4

Math 3-4, Algebra I and higher

Science 3-5

Social Studies 2-4

Foreign Language 0-3

Other 3-5

SAT/ACT Encourage both

Range

SAT Subject Test, not required

GPA Requirements 3.5

Essay Requirement Yes 150-500 Word

Transcript Requirements, Yes Official

Reference Requirements Secondary School Report & Counselor recommendation

Other Requirements Top 20 % of class, extra curricular activities

College Name Virginia Tech

Application Fee: Paper \$50 **Online** \$50

Application Dates: Early November 1 **Regular** January 15

Is there a binding agreement no

Is there a secondary application process to certain majors?

Engineering, additional math, Trig or Pre-Calc and 3 Science, Physics and Chemistry

Architecture, varies by program

Course Requirements/Recommendations

Number of credits 18

English 4

Math 3 Algebra I & II, Geometry

Science Biology, Chemistry or Physics

Social Studies 2, one history

Foreign Language Encourage 3, but not require

Other at least 4 credits

SAT/ACT Either if do ACT, need writing as well **Range** 1150-1320, average 1238

SAT Subject Test not required

GPA Requirements: Average 3.86, Range 3.6-4+

Essay Requirement

Transcript Requirements

Reference Requirements High School Counselor Form

Other Requirements

COLLEGE COURSE PLANNING SHEET

NAME: Northern Virginia Community College
MAJOR: Business Administration

COURSES	SEMESTER I	SEMESTER II	SEMESTER III	SEMESTER IV
ENGLISH MATH SCIENCE SOCIAL /HISTORY HUMANITY/ART TECH PE MAJOR COURES ELECTIVE	Eng 111, English Comp MTH 163, Pre Calculus ITE 115, Intro to Computers History Elective Science Elective SDV 100, Student Orientation	BUS 100 Intro to Business Eng 112, College Comp II MTH 271, Applied Calculus Science Elective PED 116, Fitness & Wellness	ACC 212 Prin. Of Accounting ECO 201 Prin of Economics General Elective Humanity/Fine Arts PE Elective Speech Elective	ACC 212 Prin of Accting II ECO 202 Prin of Econ II General Electives (2) Humanity/Fin

NOTES: *Recommend Statistics Sequence for transfer

NAME: George Mason
MAJOR: Business

COURSES	SEMESTER I	SEMESTER II	SEMESTER III	SEMESTER IV
ENGLISH MATH SCIENCE SOCIAL /HISTORY HUMMANITY/ART TECH PE MAJOR COURES ELECTIVE	Eng 101, Comp IT 103, Gen Elective Lab Science Econ 103	Com 100 General Elective Math 108, Applied Calc Econ 104 MIS 102, Spreadsheets	Literature Fine Arts History 100 OM 210, Stats General Elective	Eng 302, Advance Comp Econ 300 Psyc/Soc Acct 203 Gen Elective

NOTES: