

Career & College Readiness Curriculum

The ICAN Curriculum Program takes the core ICAN programs and divides them into topic-specific lessons that can be adapted for grades nine through twelve. Lessons cover the full width of career and college readiness, from entering high school to four-year plans, from selecting a post-secondary path to financial literacy and determining a college budget and financing plan.

Each lesson goes in depth and engages students in discussion and activities to broaden their scope of what it means to plan for life after high school. The goal is to enhance a school's career and college readiness program with lessons that enhance curriculum already taking place and filling in any gaps that exist.

The following pages provide a summary of lesson goals, as well as an outline of how the lesson should flow, including suggested time frames for each section, and instructions on how to engage students. Many lessons have supplemental worksheets and handouts to further engage students and emphasized the message of the lesson.

Curriculum Lessons

Academic Preparation

- Academic Preparation: GPA /World Language
- Activities Resume
- Digital Citizenship
- Building Effective Study Skills
- Effective Communications
- The Impact of Social Media

Career Exploration

- The Big Picture - Thinking About the Future
- Career Assessment - Part 1 & 2
- Employability - Building Skills for All Careers
- Defining Career & Technical Education
- Exploring CTE Careers
- Exploring Apprenticeships

Financial Literacy

- Basic Budgeting
- Basics of Borrowing
- Understanding Credit
- LifeStore - A Family Budget Scenario
- Income Taxes & Financial Aid
- Student Debt Reality
- Understanding Student Loans

Post-Secondary Selection

- Education/Training Comparisons
- Return on College Investment (ROCI)
- Scholarship Process - Part 1 & 2
- Understanding & Comparing Programs of Study
- How to Apply
- College Course Planning
- College 101



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Career & College Readiness Curriculum

Academic Preparation

Academic Preparation: GPA/World Language
Activities Resume
Digital Citizenship
Building Effective Study Skills
Effective Communications
The Impact of Social Media

Prerequisites:

- None

Lesson Goal

This lesson is intended to help students understand what GPA is, how it is used, and why it is important in regard to high school and entering college.

What should student learn from the lesson?

- What is grade point average?
- How is it calculated?
- Types of GPAs: unweighted vs. weighted
- How is a GPA used?
- Why is it important?
- Understand the “freshman trap” and avoid it.
- Why world language is an importance consideration.

What is the in-class activity?

- The lesson will be driven by a PowerPoint that will serve as a reference and direct the learning activities.
- Students will have time to give feedback as the lesson progresses to indicate their understanding.
- Set students up with elbow partners, small groups or as an entire class)
- Discussion of world language as a college admission and graduation requirement
- Discussion of the benefits of world language in high school.

What is the takeaway for students?

- Realize what GPA is and its importance
- Avoid the “freshman trap”
- Understand the role world language plays in college admission and graduation.

Materials Needed:

- GPA PowerPoint
- World Language chart
- Projector
- Calculator
- GPA Worksheet

Prerequisites:

- None

Lesson Goal

The lesson goal is to review the importance of involvement and for students to create an activities resume. Lesson outlines how to build a well-rounded activities resume and illustrates the benefits of a resume when applying for scholarships, admissions, employment, and as an aid for letters of recommendation.

What should student learn from the lesson?

- The definition and use of an activities resume.
- The importance of volunteerism and how to find volunteer activities.
- How to build a resume and arrange components.
- What makes a good resume stand out?

What is the in-class activity?

- Define activities resume and have discussion of elements to be included and when and how a resume can be used
- Using the ICAN template, students create a resume
- Review resumes and make edits where necessary

What is the takeaway for students?

- Students leave with a completed activity resume.
- Students understand the importance of having a resume and when to use the resume.

Materials Needed:

- Computer
- Printer
- Copy of student's GPA/transcript of academic achievements

Prerequisites:

- None

Lesson Goal

Identity theft and safety on the Internet are concerns for students in high school and as they proceed on to college. This lesson will seek to raise awareness of some of the issues on this topic as well as present suggested safeguards to help protect students from these threats.

What should students learn from the lesson?

- Seven elements of digital citizenship
- Student will learn what identity theft is and different types
- Students will learn about dangers to be aware of on the Internet.
- Students will learn about digital privacy and security safeguards they should practice to protect themselves against identity theft and Internet dangers.
- Students will learn about digital communication and netiquette to have to engage in a safe, online community.

What is the in-class activity?

The PowerPoint will drive the lesson with slides presenting interactive questions reviewing material and proposing thoughtful engagement by students on Internet, privacy, and digital communication. Students will be encouraged to share their own experiences and to engage in discussion and debate of the role in Internet in a safe society. Part of the discussion will include a true story of Internet and technology responsibility and the consequences of not safeguarding one's privacy and devices.

What is the takeaway for students?

- The Internet is a great tool but has its dangers.
- Students need to learn to protect themselves in regard to identity theft.
- Students need to use responsible behaviors when using the Internet that will help protect them especially as they go to college.

Materials Needed:

- PowerPoint
- Projector
- Copy of "A True Story"
- Sound or Speakers for the Video

Prerequisites:

- None

Lesson Goal

The lesson goal is to empower students with study habits and skills to improve overall classwork and test scores, and to relieve some stress often accompanied by testing.

What should student learn from the lesson?

- The importance of study skills and how to create an effective plan for test preparation.
- Effective note taking

What is the in-class activity?

- Engage students in a discussion of current study habits
- Talk about effectiveness of current habits
- Engage students in a discussion of suggested habits and talk about why might be effective
- Discuss strategies

What is the takeaway for students?

- Students leave with a list of ways to improve study habits and prepare for tests with less stress.
- Students will learn strategies for test taking, test preparation, and note taking.

Materials Needed:

- Paper and pencil

Prerequisites:

- None

Lesson Goal

The goal of this lesson is for students to understand the difference between formal and informal communication and to be able to recognize and use the proper communication style in various forms of communication. Students should also understand proper communication through Social Media and some of the consequences of improper communication through social media.

What should student learn from the lesson?

- Students will understand the difference between formal and informal communication and will be able to identify each.
- Students will be able to write a formal letter and address an envelope for mailing.
- Students will know a simple way to use a cursive signature.

What is the in-class activity?

The PowerPoint will drive the lesson, but there are several opportunities for students to discuss and report out from a pair or small group. There is also an activity to identify former and informal communication in scholarship essays, an activity to engage students in writing a formal letter (thank you) and properly address/stamp an envelope, and a communication wrap-up activity to show that students can match certain aspects of communication with the label “formal” or “informal.”

What is the takeaway for students?

- It is important to know when formal communication is necessary and how improper communication can negatively affect impressions and decisions regarding students.
- It is important to know that the things students communicate, including on social media, have positive and negative consequences in a student’s life – especially in making favorable impressions with college staff or potential employers.

Materials Needed:

- PowerPoint
- Projector
- Pencils or Pens
- Handouts (Devices could be used for handouts and completed electronically)

Prerequisites:

- None

Lesson Goal

The goal of this lesson is for students to understand the positives and negatives of social media and the impact or consequences of the profile provided through their social media activity.

What should student learn from the lesson?

- Students will understand the power of social media in positive and negative ways.
- Students will understand the importance of using appropriate tone and mode of communication on social media.
- Students will learn how conduct on social media outlets is utilized by colleges, scholarship committees, and employers.

What is the in-class activity?

The PowerPoint will drive the lesson, but there are several opportunities for students to discuss and report out from a pair or small group.

What is the takeaway for students?

- It is important to know that the things students communicate, including on social media, have positive and negative consequences in a student's life – especially in making favorable impressions with college staff or potential employers.
- Social media is a powerful tool that can be used for many positive experiences but can be misused and inadvertently lead to negative impressions and experiences

Materials Needed:

- PowerPoint
- Projector
- Pencils or Pens
- Handouts (Devices could be used for handouts and completed electronically)



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Career Exploration

The Big Picture - Thinking About the Future
Career Assessment - Part 1 & Part 2
Employability - Building Skills for All Careers
Defining Career and Technical Education
Exploring CTE Careers
Exploring Apprenticeships

Prerequisites:

- None

Lesson Goal

The goal of this lesson is to have students look at the next 40-50 years of their lives and gain a perspective of this “Big Picture”. Students will consider their high school years in connection with post-secondary education along with a 40 year working career until retirement.

What should students learn from the lesson?

- Students will learn why it is important to look at the “Big Picture” of their lives in terms of preparing for post-secondary education and training, and their 40 year working career.
- Students will learn why post-secondary education and training is important to consider while in high school.
- Student will learn about how the choices they make now in high school can affect them in post-secondary education and training, and their work career.

What is the in-class activity?

- The PowerPoint will drive the lesson with some slides presenting interactive questions reviewing material and proposing thoughtful, engagement by students.

What is the takeaway for students?

- It’s important to do some long range thinking “The Big Picture”
- Choices they are making now will impact their post-secondary options and their work career.
- Post-secondary education and training choices impact career options, financial security, and overall lifestyle after high school.

Materials Needed:

- PowerPoint
- Projector
- Blank Paper/Pencil

Prerequisites:

- None

Lesson Goal

This lesson is recommended once per semester each year of high school. The goal of the Career Assessment lessons are to engage students in discussion of likes, dislikes, skills, and interests, and how those personality traits impact career and college choices. The lesson will also delve into career research and begin discussions on career requirements for education and training after high school, high school course recommendations, and the influence of career choice on the overall college planning process.

What should students learn from the lesson?

- Students will be able to list and rank career options as they relate to their interests.
- Students will be able to describe options after high school and why it matters to their career aspirations.
- Students will be able to identify two realistic post-secondary options that will lead to the same career aspiration.
- Students will understand the role of high school courses in an overall post-high school plan.

What is the in-class activity?

- Overview of Career Information System and setup of user account
- Completion of assessments
- Review of system website/portal and the assessment results
- Review of Career Cluster results and beginning of career selection and research
- Discussion of Career results including job outlook
- Discussion of recommended courses for career pathways
- Discussion of Education/Training results and requirements
- Creation of Career folder with copies of top career choices, career map and major map.

What is the takeaway for students?

- Students will understand how their interests relate to career pathways and future occupational options.
- Students will understand how career pathways link to potential college programs and majors.
- Students will understand what volunteer opportunities enhance experience and what opportunities are available.
- Students will understand how academic performance can be directly correlated to goal attainment.

Materials Needed:

- Computer Lab

Prerequisites:

- None

Lesson Goal

This lesson is recommended once per semester each year of high school. The goal of the MyACT lessons is to engage students in discussion of likes, dislikes, skills, and interests, and how those personality traits impact career and college choices. The lesson will also delve into career research and begin discussions on career requirements for education and training after high school, high school course recommendations, and the influence of career choice on the overall college planning process.

What should students learn from the lesson?

- Students will be able to list and rank career options as they relate to their interests.
- Students will be able to describe options after high school and why it matters to their career aspirations.
- Students will be able to identify two realistic post-secondary options that will lead to the same career aspiration.
- Students will understand the role of high school courses in an overall post-high school plan.

What is the in-class activity?

- Overview of MyACT and setup of user account
- Completion of assessments
- Review of profile sections and tabs and the assessment results
- Review of Career Cluster Map and beginning of career selection and research
- Discussion of Career Map including job outlook
- Discussion of recommended courses for career pathways
- Discussion of Major Map and education and training requirements
- Creation of MyACT folder with copies of top career choices, career map and major map.

What is the takeaway for students?

- Students will understand how their interests relate to career pathways and future occupational options.
- Students will understand how career pathways link to potential college programs and majors.
- Students will understand what volunteer opportunities enhance experience and what opportunities are available.
- Students will understand how academic performance can be directly correlated to goal attainment.

Materials Needed:

- Computer Lab
- Career Worksheet
- Printer
- Folder

Prerequisites:

- Career Assessment

Lesson Goal

The main goal of this lesson is to get students thinking about future careers they would like to 'try on' and to gain an understanding of the 'soft skills' that increase your employability.

What should student learn from the lesson?

- What job shadows and internships entail.
- Why it's important to take part in a job shadow or internship.
- What employability soft skills include and why they are important.

What is the in-class activity?

- Define Job Shadows
- Define Internships
- Discussion of why job shadows are important in high school. What benefits of job shadows include.
- When to do internships and how to find them.
- Define essential skills (eye contact, handshake, proper grammar/speech, appearance)
- Practice essential skills and interview questions with fellow students.

What is the takeaway for students?

- Understand the difference between job shadows and internships.
- Know different resources to find and acquire job shadows and internships.
- Understand what soft skills are and why they are important.
- Have practiced essential skills and known the difference between good and bad skills.
- Have practiced interview skills and know how to structure answers to common interview questions.

Materials Needed:

- Projector
- Discover Interests Worksheet
- Is It the Right Job Worksheet
- Employability Handout



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Defining Career & Technical Education

Grades: 9, 10, 11, 12

Prerequisites:

- Career Assessments

Lesson Goal

The goal of this lesson is to help students understand the difference between traditional college programs and career and technical education opportunities that do not require a four-year degree. This lesson defines career and technical educational opportunities and teaches students how to compare CTE to four-year programs.

What should students learn from the lesson?

- Define and understand the importance of career and technical education
- Define education programs including Applied Science, Diplomas, and Certificates
- Available resources for career research and education assistance

What is the in-class activity?

- Watch introductory video
- Compare four-year and technical academic plans.
- Explore levels of training and career opportunities through CTE
- Match students with CTE programs according to interests

What is the takeaway for students?

- Students will know about Career and Technical Education programs and how to apply.
- Students will be matched with potential CTE programs leading to careers of interest.
- Students will know about scholarship programs and resources that help with CTE studies.

Materials Needed:

- CTE Match Up Worksheet
- Computer lab or device with Internet
- Computer/Projector

Prerequisites:

- Career Assessments
- Defining Career & Technical Education

Lesson Goal

The goal of this lesson is to help students explore and understand career pathways that do not require a four-year degree. This lesson explores careers in healthcare, advanced manufacturing, building trades, and information technology.

What should students learn from the lesson?

- Define on-the-job training and the benefits of career and technical education programs
- Basic understanding of growing career fields that result from CTE
- What to research when exploring and comparing careers and the education or training required.

What is the in-class activity?

- Watch Why CTE video
- Compare career training programs for a variety of growing career fields
- Research individually or in groups and report to class findings

What is the takeaway for students?

- Students will know about Career and Technical Education programs and how to apply.
- Students will know about scholarship programs and resources that help with CTE studies.
- Students will research and understand the breadth of opportunity not requiring a four-year degree.

Materials Needed:

- CTE Match Up Worksheet
- Computer lab or device with Internet
- Computer/Projector

Prerequisites:

- Career Assessments

Lesson Goal

The goal of this lesson is to help students explore and understand career pathways that do not require a four-year degree. This lesson explore registered apprenticeships and career and technical educational opportunities.

What should students learn from the lesson?

- Define apprenticeship training programs
- Know which careers and industries utilize apprenticeship training
- Define union and employer-based apprenticeship programs
- Steps to beginning an apprenticeship or pre-apprenticeship program

What is the in-class activity?

- Watch apprenticeship introductory video
- Discussion of earn and you learn programs
- Exploration Activity

What is the takeaway for students?

- Students will know about registered apprenticeship programs and the Earn As You Learn model.

Materials Needed:

- ICAN Trades Guide (PDF or hard copy)
- Apprenticeship Exploration Worksheet
- Computer lab or device with Internet
- Computer/Projector



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Career & College Readiness Curriculum

Financial Literacy

Basic Budgeting
Basics of Borrowing
Understanding Credit
LifeStore - A Family Budget Scenario

Income Taxes & Financial Aid
Student Debt Reality
Understanding Student Loans

Prerequisites:

- None

Lesson Goal

The main goal of this lesson is to educate the students on basic budgeting skills. Students that start understanding basic budgeting could possibly reduce the amount of loans they take out for college. We want students to have a grasp on simple budgeting concepts. By learning these concepts hopefully they can apply them to their daily lives.

What should students learn from the lesson?

- What is a budget and what is included in a budget
- How to create a budget
- The importance of having a budget
- Understanding the term “living within our means”

What is the in-class activity?

- Talk about budgeting/ask students what a budget entails. Add retirement chart!
- Use the Mastering the Money Game worksheet, or go over worksheet and have them create their own for in present time and in college.
- Go through 3 examples of students and talk about pros and cons of both
 - Student#1: follows no budget
 - Student#2: follows somewhat of a budget
 - Student#3: follows a budget

Open discussion throughout lesson with interactive board work. End discussion will include benefits of budgeting and long-term budget goals including marriage, kids, home purchase, and retirement.

What is the takeaway for students?

- Students will know how to set up a budget for bills and personal expenses.
- Students will understand basic budgeting concepts and rewards of budgeting.
- Students will understand the difference between a ‘want’ and a ‘need’.

Materials Needed:

- Mastering the Money Game worksheet/kit
- Computer/Projector
- Everydollar.com
- Mint.com

Prerequisites:

- None

Lesson Goal

The goal of this lesson is to inform students about the basic structure of loans and borrowing. Students will learn about different types of loans, how interest rates work, and understanding responsibilities related to borrowing.

What should students learn from the lesson?

- Students will learn why loans and the concept of borrowing money exists.
- Students will learn the difference between fixed and variable interest rates.
- Students will learn about the types of loans.
- Students will learn about loan amortization and how to plan repayment.

What is the in-class activity?

- The PowerPoint will drive and organize the lesson providing information on types of loans.
- There are Check for Understanding slides (with answers) that review and reinforce the teaching.
- The lesson is divided into four major parts:
 - o What is borrowing?
 - o Types of loans
 - o Calculating Loan Payments
 - o Impact on Credit
- There are optional activities for the students:
 - o Online Games - ShadySam or CreditClash
 - o Jeopardy Review Game

What is the takeaway for students?

- Students will learn about how loans work, types of loans, as well as interest and repayment.
- Students will understand the impact of borrowing on future opportunities and how credit works.
- The online games provide some experience in the loan process and builds understanding of how lenders profit from making loans, and how borrowing impacts a credit score.

Materials Needed:

- PowerPoint/ Projector
- Student laptop or device

Lesson Goal

The lesson goal is to inform students of the importance of credit and to provide an understanding of how credit works.

What should students learn from the lesson?

- Students will learn what 'credit' is, how it is tracked.
- Student will understand the importance of credit reports and scores.
- Student will learn about credit cards and how best to utilize them in building good credit.

What is the in-class activity?

- Lead by PowerPoint, students will engage in a discussion of credit, credit reports, credit scores, and how credit impacts everyday life.
- Students will go through a credit card statement and learn about minimum payments vs higher payments.
- Students will work through sample credit scenarios such as buying a car, looking at options for both good and bad credit.
- Students will work through a sample credit report and engage in discussion of good and bad credit decisions.

What is the takeaway for students?

- Students will understand the role credit plays in life decisions.
- Students will know how to find their credit report and score.
- Students will understand how the decisions they make can impact their credit, and thereby impact future opportunities including employment, home ownership, and loans.

Materials Needed:

- Computer
- Credit Report Samples

Prerequisites:

- None

Lesson Goal

For students to experience and understand the monthly budgeting of a household and making financial decisions with a set income and responsibilities.

What should students learn from the lesson?

Students will learn about the day to day decisions of running a family budget. They will come to understand the difference between a want and a need. They will understand how much things cost, how a monthly income can be quickly consumed by monthly bills, and how education/training, marriage, and kids all impact household finances.

What is the in-class activity?

Life Store is an interactive budgeting activity that simulates life decisions including housing, transportation, child care, and more based upon an assigned family status and career. Students will have a budget worksheet and they will work through monthly financial decisions for their sample family status and must end the month with a positive balance in their checking account.

After each student or group of students have completed their budget, a class discussion will be held about how they feel about the activity, about the decisions they made and about what they learned about budgeting and finances. Timeframe is adaptable but needs minimum of 45 minutes.

- Introduction and setup (5 minutes)
- Budget Activity (45-60 minutes)
- Summary Discussion (10-15 minutes)

What is the takeaway for students?

1. To understand the importance of budgeting
2. To understand monthly responsibilities
3. To understand the importance of planning
4. To understand how money is intertwined into every aspect of life, and that planning from an early age provides the most opportunity for success

Materials Needed:

- LifeStore Budget Worksheets
- LifeStore Kit (if not using pre-filled worksheets)
- Pencils
- Calculator

Prerequisites:

- None

Lesson Goal

More and more students are working to earn income to cover both personal and college expenses. This lesson will provide basic knowledge of how income taxes work and will help the student file a basic 1040 form as well as give them good background in completing the financial information section of the FAFSA.

What should student learn from the lesson?

- Students will learn what the Pay-As-You-Go income tax system is about.
- Students will come to understand the purposes of the W-4 and W-2 forms for income tax.
- Students will learn how to complete a 1040 form for income tax.
- Students will learn about the FAFSA form and the role of income taxes.

What is the in-class activity?

- The PowerPoint will drive the lesson. It will address some of the major teaching points.
- On *Checking for Understanding* slides, ask the question and have students respond based on previous slides.
- The lesson finishes with a tax return simulation. Make sure students have a copy of the 1040 form. Walk them through the parts of the simulation using the PowerPoint.

What is the takeaway for students?

- Students will understand tax refunds and will understand why it is in their best interest to file a tax return.
- A better understanding of taxes in relation to financial aid and the FAFSA.

Materials Needed:

- PowerPoint on Income Tax
- 1040 form
- Projector
- Sample W-4
- Sample W-2

Prerequisites:

- Career Assessment
- College Comparisons

Lesson Goal

The main goal of this lesson is to educate students on the realities of paying for college, including responsible choices in student loans and the role career/major choice should play in the decision-making process. The lesson provides an interactive activity demonstrating how student loan debt impacts all future life and financial opportunities and decisions.

What should students learn from the lesson?

- Students will become aware of debt and the consequences of not borrowing responsibly.
- Students will learn to create a college budget and gain understanding of total college costs and debt before selecting a college to attend. Analysis includes career choice and starting salary.
- Student will understand the correlation between student debt and future opportunities such as employment, home ownership, marriage, children, and lifestyle.
- Students will become aware of the different factors that lead to over borrowing, and learn skills to borrow responsibly.

What is the in-class activity?

- Utilizing their career assessment results, students will calculate their career-based recommended borrowing limits
- Through a sample award letter scenario, students will analyze a scenario-based award package and determine the best options to cover the remaining balance.
- Utilizing sample award letters and the College Funding Forecaster, students will analyze an award package and determine if the student's intended career path and recommended borrowing limit fit in with the the overall out-of-pocket costs for the institution and the potential debt load associated with the choice.
- Group discussion will engage students throughout each step, as the class discusses each step of the process. At the end, students will discuss the award packages and the debt load their choices carry and further discuss the factors of their decision-making process.

What is the takeaway for students?

- Student will have a better understanding of college debt and the steps to responsible borrowing.

Materials Needed:

- Computer
- Compare College Costs worksheet
- Award Letter Samples
- Assessment Career List

Prerequisites:

- Return on College Investment (ROCI)

Lesson Goal

The goal of this lesson is to inform students about the entire student loan process. Students will learn about how student loans work and the steps they will need to take use the student loan amount.

What should students learn from the lesson?

- Students will learn about the Stafford Loan offered by the federal government through Federal Student Aid.
- Students will learn about the steps they will need to take to apply and carry out the loan process.
- Students will learn about private student loans and available loan sources.
- Students will learn about paying back student loans and about the return on college investment as it relates to borrowing.

What is the in-class activity?

- The PowerPoint will drive and organize the lesson providing information on student loans.
- There are Check for Understanding slides (with answers) that review and reinforce the teaching.
- The lesson is divided into four major parts:
 - o Federal Student Loans
 - o What do you have to do to use the Stafford Loan for college?
 - o Private Student Loans
 - o Paying Back Your Student Loans
- There are two optional activities for the students:
 - o ISL Educational Lending: College Funding Forecaster (Separate PowerPoint/activity sheet)
 - o Jeopardy Review Game

What is the takeaway for students?

- Students will learn about how student loans work, sources of student loan money, and what they need to do to use the loan amounts.
- The return on college investment activity (ROCI) makes students think about how future earnings and employability will affect them in paying back student loans.
- Students will learn that they need to pay back student loans and basic information is given for that.

Materials Needed:

- PowerPoint/ Projector
- Blank paper and pen or pencil
- Student laptop or device
- For optional lessons: activity sheet and PowerPoint for the Funding Forecaster activity



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Post-Secondary Selection

Education/Training Comparisons
Return on College Investment (ROCI)
Scholarship Process
Understanding & Comparing
Programs of Study

How to Apply
College Course Plans
College 101

Prerequisites:

- Career Assessment

Lesson Goal

Before starting to apply to colleges or universities, students need to narrow down their options. The lesson goal is to give students some time to think about who they are, what they want out of their college experience, and pick the school that fits them best.

What should student learn from the lesson?

- Students will learn how to navigate through College Raptor
- Students will learn what factors to consider when picking a college
- Students will understand how to set up a campus visit and what questions to ask

What is the in-class activity?

- Help students set-up College Raptor accounts, do some college search examples with them, and have them search on their own (explore time)
- Have students brainstorm things to consider when picking a college and write on board and discuss them in class.
- Give them Make the Most of your College visits worksheet, help guide them to set up visits, and give pointers on visiting colleges
- Explore college websites
- Discussion of the importance of applying to and listing multiple colleges on the FAFSA form.
- Reinforcement of the importance of not choosing a college until after compared award letters.

What is the takeaway for students?

- Students will understand how to use College Raptor and search for colleges
- Students will be able to determine what factors are most important for picking colleges
- Students will know how to set up a campus visit
- Students will know what to ask on a visit to make the most impact
- Students will understand the Importance of having plans A, B & C, and to apply for admission and financial aid to at least 3 schools
- Students will know to choose a college after comparing financial aid packages

Materials Needed:

- Computer
- CPN Guides
- Make the most of your college visits worksheet

Prerequisites:

- Career Assessment
- The Big Picture

Lesson Goal

The lesson goal is to engage students in identifying careers through research, and for students to better understand the return on a college investment based on the life potential certain careers offer.

What should student learn from the lesson?

- Students will learn how to effectively choose a college that lines up with the potential starting salaries for their intended career field
- Students will learn about career outlook and graduation placement rates for their chosen career path.
- Students will explore jobs held by people who graduated with a degree in their major or interest area.
- Students will potentially learn about career fields they didn't know existed.

What is the in-class activity?

- Define Return on Investment (ROI) and provide examples of investment. Discuss college as self-investment with potential rewards in the future. Show college ROI with salary ranges from HS graduate and degree holder.
- Each student selects five careers and completes the ROCI assessment, gathering data on these careers and completing the worksheet.
- Discussion with students on results and impact on career decisions.

What is the takeaway for students?

- Student will know the earning potential of their future career and the financial return on a college investment for that career.
- Students will understand career requirements, work environment, and industry outlook for careers of interest.

Materials Needed:

- Computer
- Big Picture Chart
- ROCI worksheet

Prerequisites:

- Activities Resume

Lesson Goal

The lesson goal is to provide students with the necessary tools to search, find, and apply for scholarship opportunities. In addition, to bring focus to the role of scholarships in overall college affordability. This lesson can exist in two parts - an explanation lesson and a workshop lesson where students search for scholarships, work on essays, and complete applications.

What should students learn from the lesson?

- Where to look for scholarships
- Navigating search engines
- How to write a scholarship essay
- How to increase your chances of getting a scholarship

What is the in-class activity?

- Ask students where they find scholarships and write on white board/discuss options
- Use ICAN handout - Scholarships: Money for College to discuss timeline and parts of application process
- Show different college search engines and find scholarships for students in the room
 - ICAN scholarship database
 - scholarships.com
 - fastweb.com
- Discuss writing college essay/resume/letters of recommendation. Students pick either an essay or resume to work on. Review and discuss work.

What is the takeaway for students?

- Students will know how to formulate and write a scholarship essay
- Students will know where to look for scholarships and how to utilize the Internet search engines
- Students will understand the scholarship timeline
- Students will have gained strategies to increase scholarship chances

Materials Needed:

- Computer
- Scholarships: Money for College worksheet
- Activities Resume

Prerequisites:

- None

Lesson Goal

The goal of this lesson is for students to feel more informed on all the available career and college training options prior to selecting a college major or program. With this knowledge, students will better understand the college academic planning process, including course plans for certificates, diplomas, associate's degrees, and bachelor's degrees. Students will also understand how to compare degrees and programs prior to choosing a pathway.

What should students learn from the lesson?

- Students will be knowledgeable in all training/education options beyond high school.
- Students will be able to understand the importance of the college academic planning process.
- Students will understand how to connect programs of study to inventory and career assessment results
- Students will understand how to read and compare programs of study at different institutions and the importance of utilizing their academic advisor.

What is the in-class activity?

- Students will research the fastest growing careers using the BLS Occupational Outlook Handbook.
- Students will compare similar programs at a community college and a 4-year institution to better understand what options best suit them academically and financially, to meet their career goals.

What is the takeaway for students?

Students will have a foundational understanding of the college academic planning process. Students will know the steps to comparing and choosing a major/degree that fits their career and financial goals.

Materials Needed:

- PowerPoint/ Projector
- Pencil
- Handouts
- Student laptop or device

Prerequisites:

- Activities Resume
- Education/Training Comparisons

Lesson Goal

The lesson goal is to review and understand the different pieces of the application process for different education and training opportunities and to complete a sample application form. The lesson will also review sample college essays and contain discussion of what makes a good essay. With time, students will begin to write their own essay and discuss.

What should students learn from the lesson?

- How to write an application essay/resume
- Where to find online applications
- How to apply to career training and apprenticeship programs
- How to complete a college application
- What documents are usually needed
- What determines if a student qualifies for a fee waiver/how to write a waiver request

What is the in-class activity?

- Ask students what is needed in an application (use board). Go through timeline of application process and touch on the Common Application and admission requirements.
- Talk about what needs to be included in an essay. Write and practice essays. Provide examples of good/bad essays. Edit student essays.
- Go to random college websites and find applications - do a public, private, and community college)
- Print application and actually do the application with partners
- Go to NACAC waiver form online - explain the process
- Go over resume/give examples of good/bad resumes

What is the takeaway for students?

- Students will know how to complete an essay, resume, college application, and waiver form for the admission process.

Materials Needed:

- Computer
- Two examples of good/bad application essays
- Hard copy of practice application
- Student's activities resume
- Resume samples

Prerequisites:

- Understanding and Comparing Programs of Study

Lesson Goal

The goal of this lesson is for students to feel more informed on all the available career and college training options prior to selecting a college major or program. With this knowledge, students will better understand the college academic planning process, including course plans for certificates, diplomas, associate's degrees, and bachelor's degrees. Students will also understand how to compare degrees and programs prior to choosing a pathway.

What should students learn from the lesson?

- Students will understand college terminology regarding college planning, advising and the academic planning process. i.e. advisor, 4-year course plan, general education/liberal arts requirements, transcript, registrar.
- Students will understand how to develop and follow a college educational plan based upon their inventory and career assessment results, and the importance of utilizing their academic advisor.
- Students will understand transfer agreements between community colleges and 4-year institutions.

What is the in-class activity?

- Students will look at course requirements for a 2- or 4-year program and note what type of core/general education courses will be necessary, also noting related foundational courses from high school.
- Students will create a college plan based on their career interests, including all liberal arts core/general education courses.

What is the takeaway for students?

Students will have a foundational understanding of the college academic planning process. Students will know the steps to comparing and choosing a major/degree that fits their career and financial goals.

Materials Needed:

- PowerPoint/ Projector
- Pencil
- Handouts
- Student laptop or device

Prerequisites:

- Career Assessment

Lesson Goal

This lesson is going to cover what students need to know about college including:

- High school graduation vs. college admission requirements
- Simple tips to succeed in college
- College departments - where to go for help

The overall goal of the lesson is to introduce students to the college experience.

What should student learn from the lesson?

- What student services departments exist to assist students
- Ways to increase success in college
- How to increase a student's chance of getting admitted

What is the in-class activity?

- Go over high school requirements.
- Define college and options after high school
- Have students look up admission requirements to college of their choice.
- Compare requirements
- Go over student service departments including Academic Advising, Career Services, Financial Aid, Department of Resident, Tutoring, and Public Safety
- Give How to Succeed in College worksheet and have class discussion on how worksheet topics.
 - Going to Class
 - Asking for help from professors
 - Meeting new people
 - Getting involved on campus
 - Time management
 - Going home vs staying on campus
 - Sleep
 - Studying

What is the takeaway for students?

- Students will have a basic understanding of college departments and where to find help on topics.
- Students will develop success strategies for college
- Students will understand college admission requirements
- Students will understand the difference between high school and college expectations

Materials Needed:

- Computer
- How to Succeed in College worksheet