



COLLEGE AND CAREER PLANNING

Grades 9 -12

The mission of Steps To The Future, LLC (STTF) is to help families eliminate random acts of college planning. This document is an outline of the comprehensive college and career planning services using developmentally appropriate activities, strategies and techniques. Recognizing the importance of meeting students where they are and focusing on the individual needs of students, STTF's student-centered approach assists students with the search, selection, application and transition to college.

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COLLEGE AND CAREER PLANNING

Ninth Grade	
Academic	<ul style="list-style-type: none"> ◆ Discuss 4-year academic schedule in relation to plans. ◆ Discuss academic expectations of colleges. ◆ Identify extracurricular activities and discuss the value of activities outside the classroom. ◆ Create an initial resume at the end of the year and update it annually. ◆ Explore multiple post-secondary options.
Career	<ul style="list-style-type: none"> ◆ Provide opportunities for career awareness, exploration and development (videos, websites and informational interviews). ◆ Assess career interests with opportunities for reflection.
Social/Emotional (Sample questions from *ASCA Career Conversation Starters) *American School Counselor Association	<ul style="list-style-type: none"> ◆ Provide opportunities for self-reflection through discussion and written exercises. <ul style="list-style-type: none"> • How do you get along with others? • What do you look for in a friend? • How do you describe yourself? How would others describe you? • Describe a time you felt successful. • If you could learn anything, what topic would you want to learn about and why? ◆ Discuss the role of social media in the college and career planning process.
College Planning	<ul style="list-style-type: none"> ◆ Use student portal for communication and research. ◆ Discuss financial aid and affordability as part of the college planning process. <ul style="list-style-type: none"> • Introduce and use scholarship resources. • Differentiate between grants, scholarships, loans and work-study. • Explain how merit aid works.

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Tenth Grade

Academic	<ul style="list-style-type: none"> ◆ Discuss 4-year academic schedule in relation to plans. ◆ Discuss academic expectations of colleges. ◆ Identify extracurricular activities and discuss the value of activities outside the classroom. ◆ Create an initial resume at the end of the year and update it annually. ◆ Explore post-secondary options.
Career	<ul style="list-style-type: none"> ◆ Ongoing opportunities for career awareness, exploration and development (videos, websites and informational interviews). ◆ Assess career interests with developmentally appropriate instruments with reflection exercises.
Social/Emotional (Sample questions from *ASCA Career Conversation Starters) <small>*American School Counselor Association</small>	<ul style="list-style-type: none"> ◆ Provide opportunities for self-reflection through discussion and written exercises. <ul style="list-style-type: none"> ● Describe a time you felt successful. ● What activities or places make you feel safe and valued? Why? ● What else would you like to accomplish this year? ● What do you tell yourself when an activity or assignment is hard? ● What has gotten in your way of accomplishments in the past? ◆ Discuss the role of social media in the college and career planning process.
College Planning	<ul style="list-style-type: none"> ◆ Continue using student portal for communication, research and student data. ◆ Ongoing discussions on financial aid and affordability as part of the college planning process. <ul style="list-style-type: none"> ● Ongoing discussions and activities utilizing scholarship resources. ● Identify potential scholarships and send in applications. ● Ongoing discussions on merit aid and identifying colleges with strong merit aid.

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Eleventh Grade

Academic	<ul style="list-style-type: none"> ◆ Discuss 4-year academic schedule in relation to plans. ◆ Continue discussing academic expectations of colleges. ◆ Update résumé at the end of the year. ◆ Explore post-secondary options. ◆ Continue identifying extracurricular activities in relation to possible career pathways. ◆ Review the different application platforms. ◆ Create a Common Application account and others, as needed. ◆ Discuss and prepare for college fairs and college visits.
Career	<ul style="list-style-type: none"> ◆ Ongoing opportunities for career awareness, exploration and development (videos, websites and informational interviews). ◆ Complete YouScience® assessment and reflect on the results. ◆ Complete additional career assessment and reflect on its results as needed.
Social/Emotional (Sample questions from *ASCA Career Conversation Starters) <small>*American School Counselor Association</small>	<ul style="list-style-type: none"> ◆ Provide opportunities for self-reflection through discussion and written exercises. <ul style="list-style-type: none"> • What else would you like to accomplish this year? • What challenges do you want to solve? • Describe your strengths. • What would other people say about your strengths? • How will you develop future skills? ◆ Discuss the role of social media in the college and career planning process.
College Planning	<ul style="list-style-type: none"> ◆ Continue using student portal for communication, research and student data. ◆ Ongoing discussions on financial aid and affordability as part of the college planning process. <ul style="list-style-type: none"> • Ongoing discussions and activities utilizing scholarship resources. • Identify potential scholarships and send in applications, when applicable. • Ongoing discussions on merit aid and identifying colleges with strong merit aid. ◆ Complete pre-essay exercises; write personal statement the summer before senior year.

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Twelfth Grade	
Academic	<ul style="list-style-type: none"> ◆ Discuss 4-year academic schedule in relation to plans. ◆ Discuss academic expectations of colleges. ◆ Continue identifying extracurricular activities in relation to possible career pathways. ◆ Update résumé for college and scholarship applications. ◆ Explore post-secondary options. ◆ Complete Common Application and other applications by established deadlines. ◆ Continue college visits, if possible.
Career	<ul style="list-style-type: none"> ◆ Ongoing opportunities for career awareness, exploration and development (videos, websites and informational interviews). ◆ Ongoing discussion of YouScience® results. ◆ Ongoing discussion of additional career assessment results.
Social/Emotional (Sample questions from *ASCA Career Conversation Starters) *American School Counselor Association	<ul style="list-style-type: none"> ◆ Provide opportunities for self-reflection through discussion and written exercises. <ul style="list-style-type: none"> ● How do you feel about the results of your hard work? ● How are your responsibilities helping you achieve your college or career goals? ● Would you be willing to try new strategies to meet your goals? ● Tell me about a time you wanted something and waited a long time for it. ● What makes it difficult to stick to your goals? ◆ Discuss the role of social media in the college and career planning process.
College Planning	<ul style="list-style-type: none"> ◆ Continue using student portal for communication, research and monitoring of deadlines. ◆ Ongoing discussions on financial aid and affordability as part of the college planning process. <ul style="list-style-type: none"> ● Ongoing discussions and activities utilizing scholarship resources. ● Identify potential scholarships and send in applications. ● Ongoing discussions on merit aid and identifying colleges with strong merit aid.

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Components

Description

Custom College Plan	See <i>Your Custom College Plan</i> handout or video for instructions on account creation and use.
Biweekly group messages	Biweekly broadcast messages through Custom College Plan (CCP) including, but not limited to current news and information on college admissions, financial aid, webinar opportunities, and other areas.
Individual Appointments	One-on-one sessions with students (onsite or online). Students are responsible for scheduling their appointments at https://calendly.com/doctorb-2/60min .
Monthly newsletter	Electronic newsletter – see sample – distributed to families. Please share with families who may benefit from this information.

Students and families are encouraged to follow Steps To The Future, LLC on [Facebook](#) and subscribe to its [YouTube](#) Channel for additional information.