



Career Preparation

Deciding upon a career requires much time and thoughtful planning. Career paths greatly depend on the decisions made in high school. Understanding the options, matching career goals to interests and skills, and getting the best training possible can feel overwhelming at times; but the time to begin the search is now.

Ninth Grade

Success in postsecondary decision-making requires that certain tasks be performed at specific times during the high school years. You can reduce the stress associated with these responsibilities and exercise personal control over the entire process by working according to the following timelines.

Freshman courses, grades, and credits become part of the student's transcript. In addition, freshman activities, honors, and awards can be listed on postsecondary and scholarship applications. Here are some suggestions of activities to complete in your ninth grade year:

- Build strong academic, language, mathematics and critical thinking skills by taking challenging courses.
- Study nightly and stay focused. It is critical that you establish good study habits from the beginning. Work hard to get your GPA as high as you can.
- Establish a good attendance record.
- Sometime during the year, make an appointment with your counselor just to meet and get to know them.
- Seek advice and input from counselor, teachers, and parents/family, but do not depend on anyone else to make sure you are in the correct courses required to graduate and meet your personal goals. Take personal responsibility for knowing what the graduation requirements are and making sure you are in the correct courses.
- If you are struggling regarding any issue or problem, seek help from a trusted adult!
- Stay balanced! Get involved in several activities. Depth of involvement in any one activity (e.g., four years in band, soccer, art club) is more important than too many activities because it shows focus and commitment.
- Start a portfolio/resumé of your high school activities, honors, awards, leadership positions, employment, volunteer work, community activities, etc. Keep a list and include everything! Naviance has an excellent resumé builder that you can use.
- During the ninth grade year, attend Ninth Grade Advisement with your parents/family. At this time you will complete the four-year plan, assess the appropriateness of your curriculum choices, and much more.
- Keep copies of all report cards, transcripts, registration forms, etc.
- Create your GAFutures account for the most updated HOPE scholarship information.



SCHOOL COUNSELING

ADVOCACY. COLLABORATION. LEADERSHIP.

Tenth Grade

The sophomore year should be a year of personal growth. In addition to working hard in school and continued involvement in activities, sophomores should be identifying personal aptitudes and interests, as well as looking for ways to further develop their individual talents and skills.

- Continue to concentrate on academic preparation and continue to develop basic skills. At this point, school is your profession!
- Participate in clubs/organizations at school and get involved in some sort of community work. Not only will this be important for your college applications, scholarships, and job applications, but it also helps you identify personal abilities, aptitudes, and interests.
- All sophomores will take the PSAT.
- When you get the results from your PSAT in December, go over it carefully, seek parent/family input, and make an appointment with your counselor to discuss remaining coursework which may be required or beneficial for your post-high school plans.
- Take practice ACT and SAT available online.
- Make an appointment during your lunch to visit the Career Center in the Counseling Department. Familiarize yourself with Naviance and GAFutures- ask if there are additional assessments available to research future options for you. Print the results and let your counselor help you interpret the information and point out some possibilities.
- Keep your GPA as high as possible.
- Make plans to do something over the summer that will enrich you and broaden your horizon. Talk with students who attend various postsecondary institutions and attend available summer programs. Interview individuals who work in vocations of interest to you as you consider a career path.



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Eleventh Grade

The postsecondary options research process begins your junior year. This is a very important year; if you follow the timeline below, you will experience less frustration and stress your senior year. Frequently, students wait until the senior year to start the research process and consequently feel overwhelmed.

August	<ul style="list-style-type: none">• Review transcript for graduation requirements• Continue to take classes to enhance the future• Take practice ACT/SAT
September	<ul style="list-style-type: none">• Identify sources of college/technical school information• Use Naviance and GAFutures• Review the PSAT/NMSQT Student Bulletin• Begin research on post-secondary options (colleges, technical schools, gap year, etc.)
October	<ul style="list-style-type: none">• Attend the college PROBE fair• Check with counselors for dates and location of other college visits/ post-secondary activities• Take PSAT/NMSQT
November	<ul style="list-style-type: none">• Review Dual Enrollment information• Attend meetings with college/technical school representatives• Review PSAT scores and individualized recommendations
December	<ul style="list-style-type: none">• Obtain testing schedule for SAT/ACT• Consider taking ASVAB (Armed Services Vocational Aptitude Battery) for FREE which provides detailed career information
January	<ul style="list-style-type: none">• Complete assessments in Naviance• Think about goals for postsecondary plans• Register for Spring ACT/SAT• Discuss senior classes with your teachers (and their recommendations)
February	<ul style="list-style-type: none">• Begin assembling your list of colleges/technical schools- collect information about each school (Naviance helps with this!)• Consider college visits during February break• Accumulate information about each school• Contact Military Recruiters if appropriate
March	<ul style="list-style-type: none">• Use Naviance and GAFutures to identify possible financial aid sources• Consider college/technical school visits during spring break• Begin to explore summer programs, volunteering and/or employment
April	<ul style="list-style-type: none">• Begin exploring scholarship possibilities• Identify important factors in choosing a college/technical school
May	<ul style="list-style-type: none">• Take AP exams if applicable• Register for/complete NCAA Eligibility center profile
Summer	<ul style="list-style-type: none">• Continue ACT/SAT testing as needed• Continue college research or narrowing down application list



Twelfth Grade

Fall semester

- Seek out applications for colleges on your application list
- Ask teachers/counselors for recommendations *when required by the college* (make sure to give at least 2 week's notice)
- Request transcripts to be sent in a timely manner
- Explore options beyond college (Naviance, GAFutures, and your counselor can help with this)
- Continue taking SAT/ACT if needed
- Check your email daily and stay updated with school announcements
- Go to school every day and continue working hard in all classes
- Attend college fairs and college visits at your school to keep your options open
- Attend a financial aid event
- Complete the FAFSA (opens October 1st)
- Stay on top of application deadlines- don't wait until the deadline day to submit
- Order diploma, cap and gown, graduation announcements, etc.

Spring semester

- Stay focused- go to school every day and continue to show good study and work habits
- Take AP exams if applicable
- Notify your counselor of college acceptances and/or scholarships received
- Make arrangements for your final transcript to be sent
- Take finals, GRADUATE, and live your dreams!

ONE TEAM.ONE GOAL.STUDENT SUCCESS.