

The following table outlines the components that comprise ICAP and are aligned to the ICAP model. Many are already in place in your district. The shift will be systemic, toward a student-centered model that allows all students access to the components they need to meet their individual goal.

4 STAGES OF SUCCESSFUL INDIVIDUAL CAREER AND ACADEMIC PLANNING

ASSESS Self-Awareness Activities			EXPLORE Exploration Activities		PLAN Career Planning Activities			ACT Management Activities
Set personal goals	Review Goals	Revise goals	Career interest inventories	Setting career goals	Resume writing	Writing cover letters		Modify academic goals as necessary
Write personal reflection	Identify strengths	Identify needs	Career cluster exploration	Career pathway exploration	Investigate postsecondary options	Campus visits and reflections		Modify intentional sequence of courses as necessary
Career skills inventory	Technical skills inventory	Academic skills inventory	Creation of program of study	Job fair participation and reflection	Applications to postsecondary options	Leadership opportunities		Modify personal goals as necessary
Academic Preparation			Career research	Mock interview	Personal financial literacy concepts	Financial plan		Modify career goals as necessary
Graduation requirements	AP or advanced courses	Online courses	Interviews of career experts	Career research paper	Complete FAFSA form	Scholarship information		Update ICAP regularly (annually, each semester, quarterly)
Elective courses	CTE courses	Concurrent enrollment	Job shadowing	Work-based learning	Gather letters of recommendation	Mock interviews and reflection		
International Baccalaureate programs	Extra/co-curricular involvement	Career academics	Internship	Youth apprenticeship	Choosing a postsecondary option	Decision-making reflection		
Project Lead the Way	Industry or technical credentials	Career endorsements	Service learning projects	Work experience	Academic Planning Activities			
Pre-ACT/ACT PSAT/SAT	Industry certifications WorkKeys	ASVAB	Volunteering	Labor market information	Setting academic goals	Intentional sequence of courses	On track for graduation	

INFRASTRUCTURE

Leadership and Culture	Policy and Planning	Professional Development	Individualized ICAP	Family Engagement	Community Partnerships	Access for All
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4 STAGES OF SUCCESSFUL INDIVIDUAL CAREER AND ACADEMIC PLANNING

ASSESS

Who am I? Get to know your interests, skills and strengths.

EXPLORE

Where do I want to go? Explore career pathways and education opportunities.

PLAN

How do I get there? Set your route! Set goals, choose courses, join clubs and activities, obtain financing, complete applications, write resumes.

ACT

Review and revise plan as necessary.