



## Online Courses for High School Students

1-888-972-6237

### Achieving Your Career and College Goals

#### Course Description:

Students explore their options for life after high school and implement plans to achieve their goals. They identify their aptitudes, skills, and preferences, and explore a wide range of potential careers. They investigate the training and education required for the career of their choice, and creates a plan to be sure that their work in high school is preparing them for the next step. They also receive practical experience in essential skills such as searching and applying for college, securing financial aid, writing a resume and cover letter, and interviewing for a job. This course is geared toward 11th and 12th graders.

**Prerequisites:** None

**Course Length:** One semester

**Required Text:** There is no required textbook for this course.

**Materials List:** No required materials for this course.

#### Course Outline:

##### Unit 1: Telling Others Who You Are

- Introduction
- Who Are You? Part 1
- Who Are You? Part 2
- What Are Your Career Interests?
- Describing Yourself

##### Unit 2: Exploring Careers

- Finding Careers That Fit
- Investigating Job Characteristics

##### Unit 3: Exploring College and Other Options

- Exploring Education and Training Options
- College: Finding a Good Fit
- Searching for a College
- Considering Other Options

##### Unit 4: Making a Plan

- Setting SMART Goals
- Setting Your Goals
- Staying on Track

**Unit 5: Getting into College**

- Applying to College, Part 1
- Applying to College, Part 2
- Applying to College, Part 3
- Applying to College, Part 4
- Paying for College
- Going to College

**Unit 6: Finding and Keeping a Job**

- Looking for a Job
- Applying for a Job
- Going to Work
- Managing Your Career

**Unit 7: Final Project**