

# high school & beyond plan CHECKLIST

Most up-to-date HSBP Checklists can be found at [www.fwps.org/HSBP](http://www.fwps.org/HSBP)

GRADE



## REQUIRED

### CHECK BOXES ARE REQUIRED.

- Bulleted items are highly recommended.

MaiaLearning activities/tasks are in color bands.

Each year, middle and high school scholars are **required** to complete components to build their High School and Beyond Plan (HSBP). To the right is a monthly timeline for scholars to follow that will help them stay on track with their activities/tasks. Scholars will present their HSBP progress in the spring each year at Scholar-Led Conferences (SLC), Advisories or during other culminating activities.

The HSBP tasks are completed within MaiaLearning, an online college/career exploration platform and portfolio. Activities/tasks are also listed on the MaiaLearning Dashboard.

Scholars can access their **MaiaLearning** account by visiting: [www.maialearning.com](http://www.maialearning.com) and clicking "Sign in with Google" and login with their Gmail (P12) account (example: #####@p12fwps.org) and password.

EACH SCHOLAR:  
A VOICE.  
A DREAM.  
A BRIGHT FUTURE.

MONTH	ACTIVITIES/TASKS
AUG	<ul style="list-style-type: none"> <li>Attend Freshmen Orientation and other back to school events so you can get to know your new high school.</li> </ul>
SEPTEMBER	<ul style="list-style-type: none"> <li>Complete the "Freshmen Fall Survey" in your Career Activities and Tasks List.</li> <li>For personalized emails/text messages regarding career and college field trips, experiences and support, go to "My Account" under the person image icon in the top right, then switch "ON" for the Text/SMS Messaging setting and enter your cell phone number in the profile section.</li> <li>Complete the "Personality Assessment" in the Explore Section.</li> <li>Explore your interests and leadership opportunities by participating in sports, school clubs, music or drama groups, or community based organizations or volunteer activities.</li> </ul>
OCTOBER	<ul style="list-style-type: none"> <li>Complete the "Intelligences Assessment" in the Explore Section.</li> <li>Complete the "Learning and Productivity Assessment" in the Explore Section.</li> <li>Create 4 SMART Goals for the year in the Portfolio Section (College Goal, Career Goal, Financial Aid Goal and Academic Goal).</li> <li>Take the PSAT test for free at school during PSAT/SAT School Day. This is good practice for the SAT, and in 11th grade certain test scores on the PSAT can qualify you for the National Merit Scholarship. Taking this test in 9th grade will help you better prepare.</li> <li>Attend college and career fairs with parents/guardians including the Life After High School District College and Career Fair and others such as the NACAC National College Fair.</li> </ul>
NOVEMBER	<ul style="list-style-type: none"> <li>Make a plan for completing your required 24 hours of community service (<a href="http://www.fwps.org/communityservice">www.fwps.org/communityservice</a>).</li> <li>Review graduation requirements at Scholar Led Conferences (SLC) and create a plan to stay on track with your HSBP and grades to maintain a good Grade Point Average (GPA).</li> </ul>
DECEMBER	<ul style="list-style-type: none"> <li>Complete the "Interest Profiler Assessment" in the Explore Section and research 3-5 suggested careers from your assessment results. Learn about the tasks, education and training necessary for each career.</li> <li>Create your "Career List" by clicking the Heart icon and clicking "Add to Career Plan" in the Career Plan Section and review career plan summaries.</li> <li>Identify 9-12 post-secondary pathway choices such as college (Target School, Likely School and Stretch School), training, certificate and/or employment. View programs related to your career in the "Education Level" area of career summaries in the "Career List" and use the College Plan Section to click on the Heart icon to add colleges you are considering and applying to. If your pathway is not listed in the college section, then complete a journal entry to list the pathway you are pursuing.</li> <li>Find out about entry requirements at the post-secondary pathways that you are interested in pursuing. Scholars will present their HSBP progress in the spring each year at SLCs, Advisories or during other culminating activities.</li> </ul>

POST-SECONDARY COLLEGE, TRAINING, CERTIFICATE & EMPLOYMENT PATHWAYS

2-YEAR TECHNICAL

2-YEAR TRANSFER

4-YEAR

4-YEAR

MILITARY ACADEMY

4-YEAR

MILITARY ROTC

APPRENTICESHIP/TRADE

MILITARY ENLISTED

WORKFORCE



FEDERAL WAY PUBLIC SCHOOLS

(continued on back)

# high school & beyond plan CHECKLIST | GRADE 9

**REQUIRED**

**CHECK BOXES ARE REQUIRED.**

- Bulleted items are highly recommended.

MaiaLearning activities/tasks are in color bands.

JANUARY	<ul style="list-style-type: none"> <li><input type="checkbox"/> Review Transcript and create and update your “Academic Planner” in the Academic Plan Section in preparation for course registration. Credit Analysis forms are available in the counseling office, career center or at <a href="http://www.fwps.org/CCR">www.fwps.org/CCR</a>.</li> <li>Find out about Dual Credit opportunities at your school where you can earn credit in high school through certain test scores on AP, IB or Cambridge exams or through completion of CTE, College in the High School Courses or Running Start courses.</li> <li>Review your PSAT results, and organize your plan for taking the PSAT next year. View your PSAT scores at <a href="http://studentscores.collegeboard.org">studentscores.collegeboard.org</a>, and send your scores to Khan Academy® for a free, personalized PSAT practice plan based on your test results.</li> <li>If you have the College Bound Scholarship, review requirements and repledge your commitment so that you can access your scholarship. More info at <a href="http://readyssetgrad.wa.gov/collegebound">readyssetgrad.wa.gov/collegebound</a>.</li> </ul>
FEBRUARY	<ul style="list-style-type: none"> <li>Search for scholarships in the “Scholarship Search,” Career Center, <a href="http://washboard.org">washboard.org</a>, and/or post-secondary websites.</li> <li>Think about how you will pay for your post-secondary education and discuss options with your family about how to save and budget for your education and life after high school.</li> <li>Prepare for sophomore year course registration by meeting with your counselor, verifying your transcript is accurate, ensuring you are on track for graduation and considering which courses align with your post-secondary plans and which advanced or stretch course(s) to enroll in.</li> <li>Enroll in Career &amp; Technical Education classes that fit your career interests. This will allow you to learn more about this career pathway through the course content and projects along with business and industry speakers and tours.</li> <li>If you are interested in playing sports in college, research the National Collegiate Athletic Association (NCAA) eligibility requirements at <a href="http://ncaaclearinghouse.net">ncaaclearinghouse.net</a> to identify qualifying courses at your school.</li> </ul>
MARCH	<ul style="list-style-type: none"> <li><input type="checkbox"/> Complete “Work Values” in the Explore Section.</li> <li>Send letters and contact post-secondary institutions you are considering attending to introduce yourself, explain your interest and ask about ways that you can begin preparing for your future at that campus. Sign on to <a href="http://BigFuture.org">BigFuture.org</a> to discover more planning resources.</li> </ul>
APRIL	<ul style="list-style-type: none"> <li><input type="checkbox"/> Create/Update your “Resume” under the Portfolio Section. Keep track of your academic and extracurricular awards, community services achievements and anything else you participate in.</li> <li>Consider creating a business card to distribute to post-secondary institutions or employers at college and career fairs that includes your name, contact information, interest areas, GPA and/or accomplishments in activities and academics such as being in AP, IB, Cambridge courses and exam results. Be sure to create a professional email address to use when communicating.</li> </ul>
MAY	<ul style="list-style-type: none"> <li><input type="checkbox"/> Review and assess your 4 SMART Goals for the year in the Portfolio Section (College Goal, Career Goal, Financial Aid Goal and Academic Goal).</li> </ul>
JUNE	<ul style="list-style-type: none"> <li><input type="checkbox"/> Update your required hours for community service by logging experience(s) into the Experience Section in the Portfolio.</li> <li>Find an internship/job shadow, participate in summer camps, summer college programs or volunteer activities.</li> </ul>