

Cedar Park High School

*College & Career  
Resource Guide  
for Parents/Guardians*



Summer 2018

By Terry Lark

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## *Before we begin...*

Arlington Public Schools (APS) has emphasized the importance of **The College Board's Eight Components of College and Career Readiness.**

The components can be used by parents/guardians to assess how far along in the college process the family is as a unit. APS also goes on to suggest the different ways that students and parents/guardians can be actively working together to simplify the college-going process.

### **The eight components are as follows:**

(Source: <https://www.apsva.us/college-career-corner/college-planning/eight-components-of-college-and-career-readiness/>)

1. **College Aspirations** – Building a college-going culture based on early college awareness by nurturing in students the confidence to aspire to college and the resilience to overcome challenges along the way.
  - **Students and parents/guardians should:** Visit a local college campus, do a **virtual college tour** on the web, attend school meetings with **college recruiters**, attend the annual **APS College Night** held in October, **read college bulletin boards** and announcements in the school and on the school website, attend student and parent/guardian **information nights**.
2. **Academic Planning for College and Career Readiness** – Advance students' planning, participation, and performance in a rigorous academic program that connects to their college and career aspirations and goals.
  - **Students and parents/guardians should:** Meet with the school counselor to choose the appropriate level courses that connect with each student's college and career goals. The courses a student selects should stretch and challenge the student and prepare him/her for the rigors of college level work. **Advanced Placement (AP), International Baccalaureate (IB), and dual enrollment (DE)**



courses are advanced level courses offered in APS. College admissions teams review the courses a student takes in high school to make admissions decisions. Students who have taken advanced courses are more likely to be admitted to the college of their choice.

3. **Enrichment and Extracurricular Engagement** – Ensure equitable exposure to a wide range of extracurricular and enrichment opportunities that build leadership, nurture talents and interests, and increase engagement with school.
4. **College and Career Exploration and Selection Processes** – Provide early and ongoing exposure to experiences and information necessary to make informed decisions when selecting a college or career that connects with academic preparation and future aspirations.
5. **College and Career Assessments** – Promote preparation, participation and performance in college and career assessments by all students.
  - **Students and parents/guardians should:** Review the outcome of the career inventory assessments that students take in **Naviance**. Review the **Roadtrip Nation videos** in Naviance to learn more about a particular career. Ask the school counselor for more information on specific careers, job shadowing or internship opportunities, and work experience programs.
6. **College Affordability Planning** – Provide students and families with comprehensive information about college costs, options for paying for college, and the financial aid and scholarship processes and eligibility requirements so they are able to plan for and afford a college education.
  - **Students and parents/guardians should:** Complete the **Free Application for Federal Student Aid (FAFSA)**, apply for **local and national scholarships**, invest

in the **Virginia 529 savings plan**, attend all financial aid and college planning **information nights** at the school.

7. **College and Career Admissions** – Ensure that students and families have an early and ongoing understanding of the college and career application and admission processes so they can find the post-secondary options that are the best fit with their aspirations and interests.

- **Students and parents/guardians should:** Decide which college(s) to apply to by making sure the school offers the **intended major**, making sure the student meets the admissions requirements including the **SAT/ACT qualifying score**, writing a **good essay**, getting **letters of recommendation**, reviewing the **cost of attending** the school, taking a **visit the school**.

8. **Transition from High School Graduation to College Enrollment** – Connect students to school and community resources to help the students overcome barriers and ensure the successful transition from high school to college.

- **Students and parents/guardians should:** Expect a period of transition and **ASK FOR HELP** in areas where the student is struggling. When visiting the school learn more about the student supports that are available on campus to help new students transition to college life. **Get involved in campus life** to ensure a more rich experience and balance studying with opportunities to grow in meaningful ways and contribute to the campus.

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**\*\*\*NOTE: All graphics used in this resource guide are property of the individual resources/websites under which they are displayed. The graphics used for educational purposes only.\*\*\***

# What To Expect When GOING TO COLLEGE

Cedar Park High School hopes to prepare our students' parents/guardians with a list for all that lies ahead on this journey. Going to college is an exciting adventure for both students and parents/guardians; students are able to explore their interests and hobbies while making meaningful friendships with their new peers.

This is a time of exponential growth, which is always a rewarding experience for parents and guardians. However, all of these rewards do not come without making adjustments. Originally written for [Macalester College](#) in Saint Paul, Minnesota, CPHS asks parents and guardians to keep the following tips in mind while navigating the college years.

**“The biggest piece of advice is to understand the transition of a first-year student.”**

“The college years are a time of growth, change, and exploration. It is a time for students to gain the life skills they will need to become successful, independent adults. It is not uncommon for students who were academically confident and successful in high school to experience some self-doubt as they become surrounded by equally competent peers. They may receive “average” grades for the first time, and they may experience this as a crisis. Parental understanding is very important; academic struggles may not reflect lack of effort or ability, but an adjustment. Parents can be an essential source of support, encouragement, and advice.”

More advice from Macalester College:

- **“Stay connected with your student.”**
- **“Ask questions and discuss difficult topics” (i.e. alcohol, drugs, etc.)**
- **“Know campus resources.” Utilize them if/when needed.**
- **“Understand that important things are happening both in and out of the classroom” -- there is learning happening everywhere!**

# What To Expect From

## CAREER EXPLORATION

It is a parent or guardian's ultimate dream to see their child become a successful, functioning member of society, and part of being a contributing citizen means finding a career that most closely matches one's specific skill set and interests.

CPHS recognizes the importance of finding a meaningful career after high school, and we are excited to share some helpful tips from [SkillsRoad](#) for parents and guardians of students who are seeking employment after graduation.

1. "Encourage your child to take personality tests to see the types of occupations that may suit them best."
2. "Talk to your teen about what they actually want to do – their ideas about their future may differ from yours, but it is important to remember that a happy worker will always be more satisfied than one who is stuck in a career they do not like. Talk to them about what they are passionate about as they are far more likely to stick with something if it aligns with their passions."
3. "Encourage them to use the Internet to research the career paths of people in the public eye or people that they admire. You might be surprised at the route that took them to their final career!"
4. "Talk to them about your OWN career journey and how you got there. We also suggest talking with other family members, friends, neighbors and your colleagues and associates."
5. "Suggest that your teen talks with their school counselor and teachers at school about what other students have done and how they got there. They can also advise them on other resources and opportunities for finding out about careers."
6. "If your teen is specifically interested in a field, help them find potential events/talks that they could attend to find out more."
7. "Visit career fairs and skills shows with your teenager."
8. "If you can, take your teen to work with you one day, or see if another family member or friend would be prepared to do this so that they can get some insight into working life."
9. "Talk to your teen's school about work experience opportunities."
10. "Lastly, encourage and coach your young one to 'have a go'! Remind them that people have to start somewhere when launching their careers, even if it means making a few changes along the track."

## What To Expect From

# JOINING THE MILITARY



In general, having a child leave home for the first time is an emotional journey. Parents/guardians should plan for this transition to be somewhat tumultuous. However, this is also an exciting journey for both students and parents/guardians. Students entering the military are able to put their specific interests and skills to the test, and they are able to become a part of a distinguished career industry that is the backbone of our country. After receiving the proper training for their specialty, students have a unique opportunity to flourish in whichever branch of the military they choose to join.

The following packet from “Today’s Military” clearly outlines what parents/guardians should expect from the process. It discusses how parents and guardians should help their students prepare for entering the military while also explaining the timeline of events and what to expect from basic training. Additional information is provided under the “Today’s Military” resource, found under the “Federal” subheading of “Career Resources”.

Please contact Ms. Terry Lark ([tlark@cedarpark.fpsva.us](mailto:tlark@cedarpark.fpsva.us)), school counselor, or Mr. Evan Higgins ([ehiggins@cedarpark.fpsva.us](mailto:ehiggins@cedarpark.fpsva.us)), CPHS military recruiter, with any questions or requests for further information.

## Joining the Military: WHAT TO EXPECT

For many young people, joining the Military means being away from home for the very first time. For others, adjusting to the “military way of life” is a complete 180-degree turn from the life they are currently used to.

That’s why it’s important for you and your child to understand the general processes and conventions that are maintained throughout the Services — from enlistment through Basic Training.

And while recruiters can offer specific information regarding each of the branches, we encourage you to take a look at the information below and then share it with your child.

### ENLISTMENT

#### How the Enlistment Process Works

Candidates officially complete the process of joining the Military once they have met all of the requirements at the Military Entrance Processing Station (MEPS), or comparable facility, and have been administered the oath of enlistment. This process may take more than a day to complete.

Potential recruits typically do the following at MEPS:

- Take the Armed Services Vocational Aptitude Battery (ASVAB) test
- Pass the physical and medical examinations
- Meet with a counselor and select a career path
- Take the Oath of Enlistment (swearing in)

#### What Happens After MEPS

After finishing at MEPS, candidates follow one of two paths:

- Direct Ship — This means candidates report to Basic Training in a matter of days versus months after finishing their MEPS requirements.
- Delayed Entry Program (DEP) — This means that a recruit is committing to Basic Training at a time in the future, generally within one year. Candidates entering the DEP will be given further instruction, to be carried out at a later time.

It’s important to note that the time period between being “sworn in” and entering Basic Training could be as short as two days or as long as two years. It varies based on job assignment and branch of Service.

### BASIC TRAINING

#### How Your Child Can Prepare for Boot Camp

Preparation is the foundation for successful Basic Training. Your child should do everything he or she can to make the transition from civilian life to military life as seamless as possible. Here are ways in which you can help:

**Encourage your child to get into physical shape** by incorporating cardio workouts, weight training, sit-ups and push-ups into daily routines. Jog or ride bikes as a family, or sign up for a fitness class together.



**Help your child get his or her personal matters in order** prior to leaving. Figure out who will handle day-to-day issues such as paying bills, minding your child's mail and dealing with his or her bank accounts.

**Teach your child to be punctual.** In the Services, men and women are expected to be where they're supposed to be at least five minutes early.

**Prepare your child for greater discipline.** During initial training, every aspect of a recruit's life is regimented. There is no activity during any given day that does not have a specific amount of time allocated — from getting up in the morning to going to bed at night. Help your child get accustomed by establishing a regular schedule.

**Take some time to learn about the Military together.** Military life is quite different from civilian life. For example, in the Services people use a lot of acronyms, salute higher-ranking members and get promoted via a rank structure. The more your child learns now, the easier the transition will be. As an added benefit, it will be easier to understand what your child is talking about in letters home!

#### **Helping Your Child Pack for Basic Training**

There are strict rules covering what can and cannot be brought to Basic Training. If you want to help your child pack, this list is a good starting point. Since requirements vary by Service, you should talk to your child's recruiter to make sure you're including the right items. Any items that do not meet the requirements of your child's Service will be taken away upon arrival. This can be embarrassing for new recruits so it is important to work closely with the recruiter to make sure only proper items are included.

#### **Do Not Bring:**

- Family
- Pets
- Expensive personal items — cameras, MP3 players, radios, laptop, jewelry, etc.
- Nonprescription drugs or drug paraphernalia
- Weapons of any type, including pocketknives
- Obscene or pornographic material
- Alcoholic beverages
- Playing cards/dice/dominos
- Cigarettes/tobacco products

#### **What Happens During Basic Training**

This can be a very emotional time for parents since you will have limited contact with your child. During the first few days of Basic Training, your child may be allowed a brief phone call to let you know he or she has arrived safely, or your child may send a postcard. After that, phone calls are restricted, and you will have to rely on postal mail.

The first few days at Basic Training are known as orientation (also referred to as Processing Week or Reception). This is where new recruits get acquainted with their fellow recruits, adjust to their new lives and learn the dos and don'ts of their respective branches. Also during orientation, new recruits might:

- Turn in enlistment packages (paperwork from MEPS)
- Receive dental and medical exams
- Get immunizations



- Receive uniforms and training gear (shorts/sweats, t-shirts, etc.)
- Receive required haircuts (women may be able to keep their hair long provided it can be worn within regulation)
- Create direct-deposit accounts for military paychecks

**Basic Training Overview**

View the chart below for details on Basic Training within each of the individual Services.

Service Branch	Location(s)	Length	Subsequent Basic Training Opportunities
Army	Fort Jackson COLUMBIA, S.C.  Fort Leonard Wood WAYNESVILLE, Mo.  Fort Sill LAWTON, Okla.  Fort Benning COLUMBUS, Ga.	10 weeks	Advanced Individual Training
Marine Corps	Marine Corps Recruit Depot, Parris Island PARRIS ISLAND, S.C.  Marine Corps Recruit Depot, San Diego SAN DIEGO, Calif.	12 weeks	Infantry or Combat Training Military Occupation Specialty (MOS) Training*
Navy	Recruit Training Command GREAT LAKES, Ill.	7–9 weeks	“A” School
Air Force	Lackland Air Force Base SAN ANTONIO, Texas	8.5 weeks	Technical Training School
Coast Guard	Training Center Cape May CAPE MAY, N.J.	8 weeks	Basic Training Class A School*

\*This type of training is only available to those in specific career fields.



**Keeping in Touch**

Recruits are generally not allowed to make phone calls or use email during Basic Training. They can, however, send and receive postal mail. Parents and other family members are encouraged to write frequently, but shouldn't send care packages during this time. Once your child has completed Basic Training, you will be able to communicate by phone, email or instant message, as well as send gifts from home.

**What Happens After Basic Training**

When recruits successfully complete Basic Training, they are no longer referred to as recruits; they become full-fledged members of the U.S. Military. As military personnel, they will go on to receive additional training — such as Advanced Individual Training — to develop the skills they will need to do their specific jobs. Once finished, they transfer to their first duty station. This is where members of the Services finally put all their training to use, carrying out their assignments, performing their jobs and serving their country.



# Terms to Know

We at Cedar Park High School understand that there is a lot of terminology to be familiar with when heading into the world of college and careers. Let us help you start off on the right foot!

## College Lingo

### Types of Degrees

- **Associate's Degree:** a degree awarded to students who have completed a two-year course in a field of their choice, frequently from a community college
- **Bachelor's Degree:** a degree awarded to students who have completed at least four years of courses in their field of choice from a public or private university
- **Master's Degree:** a degree awarded to graduate students; it requires at least one year of study (and often more, depending on the field) following the completion of a bachelor's degree
- **Doctorate:** highest academic degree

### Types of Academic Terms

- **Quarter:** type of academic term; some schools use quarters instead of semesters; fall quarter, winter quarter and spring quarter (each about 10 weeks long), along with a summer term
- **Semester:** type of academic term; some schools use semesters instead of quarters and have a fall semester and a spring semester (each about 15 weeks long), w/ summer term
- **Term:** length of time that a student takes a college class
- **Academic Year:** school year that typically begins with autumn classes either in August or September

## Types of Classes

- **General Education (Gen Ed.):** classes that give students basic knowledge of a variety of topics; students must often take these in order to graduate; courses vary from institution to institution
- **Electives:** classes that are not required for a student's major or minor
- **Major Classes:** primary field of study (ex. biology, psychology, business, communications, etc.); the majority of a student's classes are typically in their major field
- **Minor Classes:** secondary area of study; fewer classes are required to fulfill the minor's requirements; colleges and universities usually don't require students to have a minor, but many minors are a specialization within the student's major field
- **Online Classes:** courses taken on a computer or tablet rather than in a traditional classroom; may work well for students not living on/near the campus or students that may learn best in an alternative setting

## Financial Aid (for more information, please see the "Financial Aid" section under "College Resources")

- **Grant:** financial aid from a non-profit organization that students do not have to repay; must typically submit application to organization directly
- **Loan:** financial aid that *STUDENTS MUST REPAY*; typically from a bank
- **Scholarship:** financial aid that students do not need to repay; students apply for scholarships; can either be from local agencies, private parties, or larger institutions

**College Advisor:** a school official (usually assigned by the college or university) who can help the student choose classes and make sure the student is taking the right courses to graduate, frequently a professor from the student's major field

**Commencement:** day of graduation usually at the end of the student's academic year

**Extracurricular Activities:** groups that students belong to outside of classes; ex. sports, volunteer clubs, sororities/fraternities, other organizations

**Grade Point Average (GPA):** the average of all of the course grades a student has received, on a four-point scale; i.e. A = 4.0, B = 3.0, etc.

**Internship:** temporary job, paid or unpaid, usually in the field of the student's major; student may receive college credit(s) for an internship

**Office Hours:** time set aside by professors or teaching assistants (or TA's) for students to visit their office and ask questions/discuss the course; will be explained further by professors and TA's at the beginning of each course

**Prerequisite:** a class that must be taken before a student may take a second class (ex. Astronomy 100 is a prerequisite for Astronomy 200)

**Syllabus:** a description of a course which also lists the dates of major exams, assignments and projects

**Transcript:** an official academic record from a specific school; lists the courses the student has completed, grades and information such as when the student attended

## *Career Lingo*

### Types of Jobs

- **Apprenticeship:** when someone works for another person or company in order to learn the skills required to work in a certain trade
- **Full-Pay:** a fully compensated employee of a company
- **Internship:** a temporary job (paid or unpaid) usually in the field of the student's intended field of choice
- **Shadowing:** a practice where a new employee follows a more seasoned employee around the job site in order to gain insight into what is required of them through observation and practice

### Preparing for a Job Interview

- **Branding Statement:** a statement that briefly declares what the job applicant is known for, a top service they provide, or a defining personality characteristic

- **Curriculum Vitae (CV):** a record of one's personal and academic achievements; Latin for "course of life", it often goes further into detail than a resume
- **Functional Resume:** a resume that focuses on specific skills, but does not specify which career track they may be best suited for; allows applicant to apply to more jobs that still require similar skills
- **Letter of Recommendation:** a letter in which a reference declares a job applicant qualified; lists personality characteristics, skills, and employment history; yes, jobs require letters of recommendation as well, it isn't just universities!
- **Online Presence:** a job applicant's online profiles, photos, messages, emails, and anything else posted by the applicant that is available online to the public; employers often do quick searches of applicants before they make their final decision, so it is important to keep a clean online presence
- **References:** a list of names added by the applicant that will most likely give positive recommendations based on their personal histories and experiences with the applicant
- **Resume:** a record of one's personal and academic achievements, skills, and other details to quickly define who they are as a potential hiree; typically shorter than a CV

## Resume

- **Certification:** an official document (typically signed by a significant accreditation body in the preferred field) that signs off on an applicant's proficiency in a specific field
- **Education:** the history of the instruction received by the applicant (i.e. high school, vocational school, university)
- **Experience:** past work history and volunteer work that has resulted in the applicant's acquisition of skills and knowledge from previous responsibilities

- **Hard Skills:** specific abilities and know-how (i.e. computer coding)
- **Keywords:** words and phrases in the applicant's resume actively sought out by recruiters that have great importance placed upon them by the specific field
- **Soft Skills:** self-developed, life-learned attributes (i.e. emotional intelligence, responsibility, kindness)
- **Tailoring:** customizing one's resume to match what the applicant knows about the employer; increases chance of getting an interview
- **Transferable Skills:** skills and abilities from one's life that they have built up and are able to use in various situations (i.e. communication skills)
- **Volunteer Work:** job experience gained from tasks that were completed with no compensation

## Interview

- **Behavioral Interview Question:** questions asked about past behavior and how the candidate has handled situations in their past; implies that past behavior is indicative of how one will act in the future
  - Emphasize what has gone right
- **Strengths:** skills and abilities that a job applicant possesses that may be beneficial for their desired trade
- **Weaknesses:** skills and abilities that a job applicant does not possess that are important to the company
  - It is always better to be honest
  - Important to turn all weaknesses into a goal for oneself; ex. "I may not be the most extroverted person in the room, but I know my clients will always trust me because I have built up my clientele base and continue to work on my people skills."

## Workplace

- **Compensation:** wages, benefits, paid time off, maternity/paternity leave
- **Human Resources:** deals with the hiring process, benefits, time off, etc.

## *Military Lingo*

(Taken from the U.S. Department of Veterans Affairs)

[https://www.va.gov/VETSINWORKPLACE/docs/em\\_termsLingo.asp](https://www.va.gov/VETSINWORKPLACE/docs/em_termsLingo.asp)

### Members of the Military

- **Soldiers:** Members of the Army
- **Sailors:** Members of the Navy
- **Airmen:** Members of the Air Force
- **Coast Guardsmen:** Members of the Coast Guard
- **Marines:** Members of the Marine Corps
- **Guardsmen:** Members of the National Guard
- **Reservists:** Members of the Reserve

### Official Acronyms

- **AWOL** – Absent With Out Leave: not at one's place of duty and/or not authorized to be absent
- **CDR** – Commander
- **CO** – Commanding Officer
- **CONUS** – Continental United States
- **COB** – Close Of Business: the end of the day or duty shift
- **CoS** – Chief of Staff
- **DD or DoD** – Department of Defense
- **IAW** – In accordance with
- **ICO** – In case of, in care of
- **IED** – Improvised Explosive Device
- **ROTC** – Reserve Officer Training Corps (often pronounced "ROT-SEE")
- **R/S** – Respectfully Submitted: used as a sign-off in written communication/email

### Phrases

- **Battle assembly** – new term used for Army Reserve weekend drills, unit training assemblies, or multiple unit training assemblies

- **Boots on the ground** – to physically be in a location (some may use this to say that they want "boots on the ground" for a particular project, which means they want everyone physically in the office, rather than having people call in.)
- **Drill** – preparation of military personnel for performance of their duties through the practice and rehearsal of prescribed movements; members of the National Guard and Reserve are required to attend one weekend drill a month (sometimes starting Friday night until Monday morning)
- **Extended drill** – extended time for drill in preparation for a deployment
- **Liberty** – authorized free time ashore or off station, not counted as leave, also known as a "pass"
- **Tour of duty** – time period during which a particular job or assignment is done (e.g., my tour of duty is 8am-5pm)

## Slang

- **Above my/your pay grade** – expression denying responsibility or authority (indicating that the issue should be brought to higher-ranking officials)
- **Civvies** – civilian clothing
- **Down Range** – physically in a combat zone
- **In-Country** – physically in a war zone
- **Quarters** – (a) military family housing, or (b) doctor's direction to stay home from work (e.g., I'm confined to quarters.)
- **Say again (your last name)** – request to repeat a statement, question, or order, especially over a radio
- **Stay in your lane** – stay within your boundaries; do your job as commanded and trust that you will know what you need to know when you need to know it
- **Wilco** – Will comply



*College Resources*  
*Local Level*  
*Arlington County, Virginia*



# 1. Family Connection (Naviance)

[https://www.apsva.us/wp-content/uploads/legacy\\_assets/www/f6fd045da5-NAVIANCE\\_Family\\_Connection.pdf](https://www.apsva.us/wp-content/uploads/legacy_assets/www/f6fd045da5-NAVIANCE_Family_Connection.pdf)

➤ **Intended Purpose**

- This resource allows parents/guardians to keep up with their students' academic planning, college readiness, career readiness, and goal setting. The main goal of Naviance's **Family Connection** service is to encourage parents and guardians to support their children in their post-secondary planning.

➤ **Target Audience**

- **Naviance - Students || Family Connection - Parents/Guardians**

**Partnering with your Student for Success using Family Connection**

**What is Family Connection?**

Your student's school has partnered with Naviance to provide a variety of tools for student achievement through academic planning. These tools are located in Family Connection, a website for students and families to access online resources, communicate with school staff and collaborate on college and career readiness activities.

**What can your student do in Family Connection?**

Students can research colleges, scholarships, careers, enrichment programs and courses in one location. They can also create individual plans that can be linked to college and career readiness. Students can communicate easily with teachers and counselors. For college and career readiness, students can request transcripts and recommendations for college applications as well as complete career assessments and perform college and career searches. Students can also create goals and track associated tasks and activities.







**Because Success is a Group Effort**

Our partnership with Naviance offers access to several planning tools that connect goals with future outcomes. Family Connection takes an age and grade approach to goal setting and planning, so that students can personalize their action plans. As a parent or guardian, what role do you play in helping your student succeed?

- You can encourage goal setting as a recipe for success
- You can monitor activities to identify early intervention opportunities
- You can coach and guide to make informed decisions

More information on how you can partner with your student for success is provided on the back!

There are a number of features in Family Connection that you can use to engage with your student. Most of the actions involve viewing and reviewing activities that your student completes; however, there are various actions you can take. An overview of the features available to parents and guardians in Family Connection is provided below

	<p>Home page</p> <ul style="list-style-type: none"> <li>• View updates and links from the school</li> <li>• Read and send e-mail messages to school staff</li> </ul>
	<p>Course tab</p> <ul style="list-style-type: none"> <li>• View student course records</li> <li>• Comment on student's course plan</li> <li>• Approve student's course plan</li> </ul>
	<p>Colleges tab</p> <ul style="list-style-type: none"> <li>• Monitor student progress during the college application process</li> <li>• Add colleges to the Colleges I'm thinking About list for your student</li> <li>• Research colleges enrichment programs and scholarships</li> </ul>
	<p>Careers tab</p> <ul style="list-style-type: none"> <li>• Review the results of student's assessments</li> <li>• Research careers and pathways</li> </ul>
	<p>About Me tab</p> <ul style="list-style-type: none"> <li>• Take Surveys</li> <li>• Review student's resume</li> <li>• View student's test scores</li> </ul>
	<p>My Planner tab</p> <ul style="list-style-type: none"> <li>• Comment on student's goals</li> <li>• Comment on student's tasks</li> </ul>

## Family Connection

Academic Readiness	College Readiness	Career Readiness	Setting Goals
<p>Course plans ensure your student is on track in school. Course plans can be created based on graduation requirements or other pathways the student may be interested in.</p> <p><b>What you can do to help?</b></p> <p>Review the courses your student plans to take for the next four years. Based on the plan he or she created, is your student meeting the school's graduation requirements?</p> <p>Have your student's interest changed? If so, do these changes impact the student's course plan? Comment on your student's course plan as you notice interests changing that impact the course plan.</p> <p>Discuss the impact of not considering requirements for certain postsecondary goals with your student. Will your student meet the requirements of his or her postsecondary plan?</p>	<p>Your student can explore a variety of options to pursue after graduation. He or she can use information from career assessments and course plans to help with college research.</p> <p><b>What can you do to help?</b></p> <p>Recommend colleges to your student by adding a college to the <b>Colleges I'm Thinking About</b> list.</p> <p>Encourage your child to attend college fairs and visit college campuses to learn more about colleges he or she may be interested in applying to.</p> <p>Use the scholarship list and scholarship search to research scholarships for your student.</p> <p>For each college your student is applying to, you can see the status of your student's transcript request and the application status. You can also view the current status of all teacher recommendation requests. (<b>Colleges I'm Applying To</b> page)</p>	<p>Your student can complete multiple career assessments to help him or her learn more about his or her personality type, interest areas and possible careers after high school.</p> <p><b>What can you do to help?</b></p> <p>Research career options for your student. Is there a specific career or pathway that he or she is interested in?</p> <p>As your student identifies the careers that interest him or her, think about the path he or she might take after high school. Discuss with your student what options he or she is interested in. Is a four-year college or a career education program the best fit?</p> <p>Partner with your student to link colleges to careers using the College Planning tools in Family Connection.</p> <p>Review assessment results to understand your student's learning style and personality profile.</p>	<p>Your student can develop as many goals as he or she would like. These goals can be academic, social or personal accomplishments. Goals are a great way for your student to focus on key actions that lead to success.</p> <p><b>What can you do to help?</b></p> <p>Encourage your child to work on setting realistic goals for him or herself. An example goal would be to <i>earn a higher grade in a specific class this year</i>. What are the things that he or she would need to do in order to accomplish this goal?</p> <p>Provide encouragement. You can comment on your student's goals and tasks.</p> <p>Discuss tasks your student can complete in order to achieve his or her goals. If you notice your student is not on track to complete these tasks, you can add a comment with your feedback.</p>

**The Resume Builder**  
 Your student can build his or her resume in Family Connection. He or she should review and revise the resume form year-to-year as accomplishments, interests and activities change. As you work with your student, consider the following:

1. Find out what activities he or she enjoys most. Are there ways to involve your student in the activities either in school or in the community?
2. Determine if your student is focused on a lot of activities or a few activities. Helping your student focus on a few key activities he or she enjoys can help in creating a well-balanced resume with academic and extracurricular activities.
3. Help your student decide what activities or interest he or she wants to continue in college. This can help identify scholarships and other programs that may support that goal.

**Communicating with School Staff**

You can communicate with school staff members using the messaging tool within Family Connection. School staff members may provide surveys or bulletins with information for you to review. These tools help you stay informed and connected with your student's school and allow you to collaborate with key stakeholders regarding your student's activities.

➤ *How to Access*

- Online
  - APS website: <https://www.apsva.us/college-career-corner/college-planning/naviance/>
  - Naviance website: <https://www.naviance.com/>

➤ *Created by*

- Hobsons (an educational company that promotes lifelong learning)

➤ *Description of Website*

- This particular website is just a click away under the “College Planning” tab on the APS website. The website itself displays Arlington’s curricula at the middle and high school levels that utilize Naviance, as well as instructional videos that focus on Family Connection use and navigation.

## Naviance - Family Connection

### ➤ *Parents/Guardians Utilizing This Source*

- Parents and guardians may use this website to track their students' progress, as well as contact school counselors through the website itself. Parents/guardians may also encourage their students to take personality tests on Naviance, ensure that they are taking the right courses for their desired career, and identify what they can improve upon to make the best impression for future admissions counselors and job employers.

### ➤ *Source Evaluation*

- This is a particularly valuable source for parents/guardians of students with special education accommodations that are looking to go on to higher education. It is well laid-out and clearly explained. However, the website could be updated with even more information to be even more beneficial.

### ➤ *Recommendations for Counselor Use*

- This resource is helpful in that it streamlines emails and other important paperwork, so it can be used to improve communications with parents/guardians and students alike. Counselors are able to use this resource to keep track of students that may benefit from additional services, and this resource can also be used by counselors to emphasize the importance of goal setting for one's future career.

### ➤ *Advertising in Schools*

- Since this resource does encompass both college and career, counselors should put a link to Naviance on their department's website, along with an explanation of all of its potential uses for parents/guardians to understand as much as possible. Schools can incorporate Naviance into college and career planning classroom lessons, as well as any small groups run with students who may need the extra planning push. Schools can also host information nights to explain the intricacies of the program and field any questions parents or guardians may have about the resource. This resource has the potential to be a crucial resource for students, parents/guardians, and families for both college and career planning.

## 2. Resources for Undocumented Students

### (Dream Student Resource Guide)

[https://www.apsva.us/wp-content/uploads/legacy\\_assets/www/6589522487-dream\\_student\\_resource\\_guide\\_2011.pdf](https://www.apsva.us/wp-content/uploads/legacy_assets/www/6589522487-dream_student_resource_guide_2011.pdf)



➤ **Intended Purpose**

- This guide is designed to provide undocumented students and parents/guardians with resources to begin the college application process. Since the Free Application for Federal Student Aid (FAFSA) is not available for undocumented students and their families, the Dream Student Resource Guide listed by APS includes resources, private scholarships, and universities that provide at least some financial aid to undocumented students.

➤ **Target Audience**

- Students; parents/guardians should reference for resources

➤ **How to Access**

- Online → <https://www.apsva.us/college-career-corner/college-planning/college-resources-for-undocumented-students/>

➤ **Created by:**

- Hispanic College Fund (HCF; a non-profit organization based in Washington, D.C.)

## Resources for Undocumented Students

### ➤ *Description of Website*

- Written specifically for Arizona students and parents/guardians, many of the resources are still beneficial for students in Northern Virginia. This resource can be found under the “College Planning” tab on the APS website as “College Resources for Undocumented Students”. The website explains the APS goal for all students to continue their education, citing the Dream Student Resource Guide as a particularly beneficial resource for undocumented students and their families. APS provides supplemental resources in the form of links for families to explore.

### ➤ *Parents/Guardians Utilizing This Source*

- Parents/guardians may use this packet to look at in-state tuitions and outside organizations that may be able to provide private scholarships. Parents and guardians will mostly access the numerous organizations, scholarships, and participating universities mentioned in the resource.

### ➤ *Source Evaluation*

- This packet is extremely beneficial for students and parents/guardians who are starting the college planning process. It provides thorough information and is accessible, providing plenty of organizations and groups for students and parents/guardians to contact.

### ➤ *Recommendations for Counselor Use*

- Any school counselor would be able to use this packet for information in some way. Although it is tailored specifically to the states named in the text (AZ, CA, MD, VA, NM, and TX), any counselor can give out the scholarships and university names listed in this resource to students who may qualify. School counselors can be such a great resource for undocumented families, and this packet is the perfect place to start.

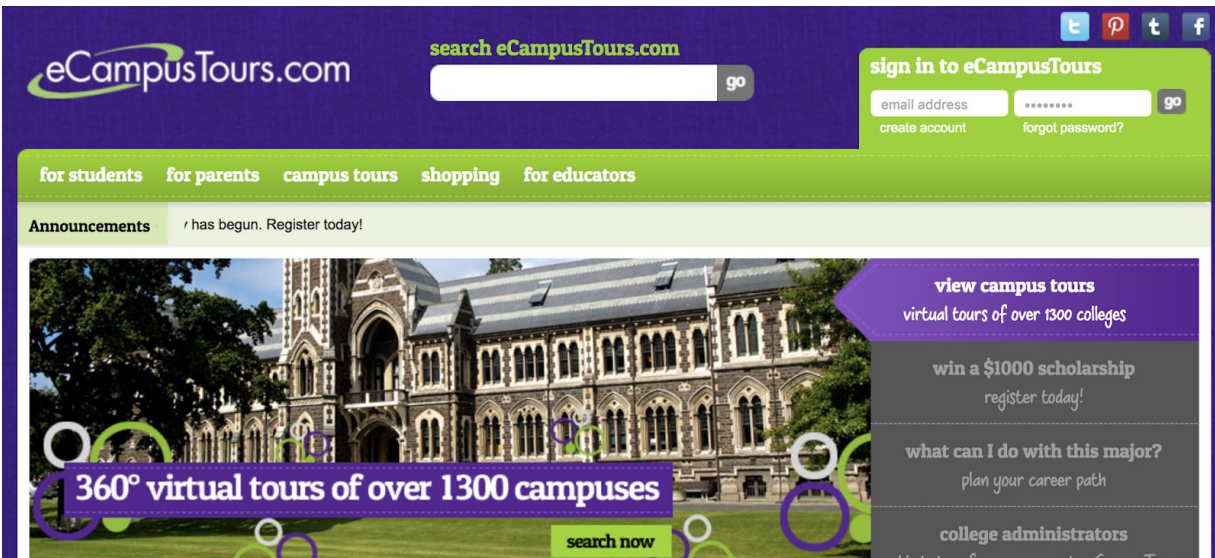
### ➤ *Advertising in Schools*

- This particular resource can be advertised by adding it to the department’s website under resources for undocumented students and families. Counselors can also collaborate with the other mental health professionals (school psychologist, social worker) in the school so they have the same information to give out to any students or families who may benefit from it. Schools can also plan to create a brief pamphlet outlining the information and scholarships available to have as a handout during Back to School night.



## 3. Virtual College Tours (eCampus)

<http://www.ecampustours.com/default.aspx>



### ➤ *Intended Purpose*

- This website (included on the APS website under College Planning, under “Virtual College Tours”) is intended to show students what any selected campus looks like from a first person point of view. The website allows students to get a feel for what a campus looks like and feels like while also providing informative articles for both students and families on college planning, campus life, paying for tuition, and career planning. APS has listed 45 Virginia schools on their website, listed below.

### ➤ *Target Audience*

- Students and parents/guardians (separate tabs for each, as shown above)

### ➤ *How to Access*

- Online: <https://www.apsva.us/college-career-corner/college-planning/virtual-college-tours/>

### ➤ *Created by:*

- eCampus Tours (est. 2000); almost 1,400 virtual school tours available!

## Virtual College Tours (eCampus)

### ➤ *Description of Website*

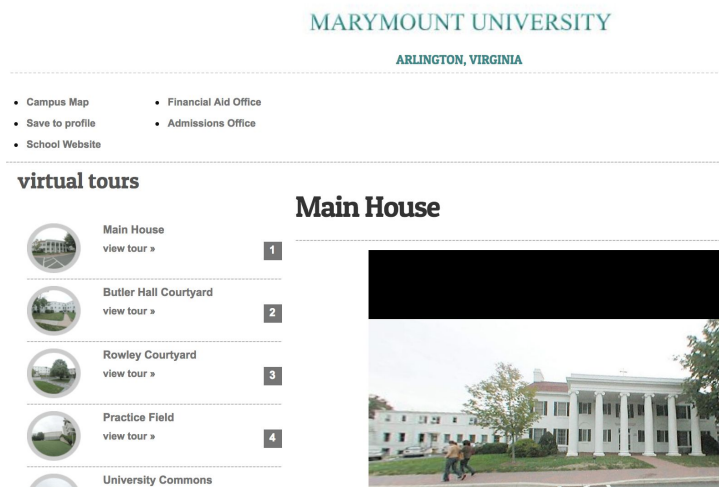
- This is another website that can be found under the “College Planning” tab on the APS website. The APS web page for the virtual tours includes Virginia colleges and universities, including both 2-year and 4-year institutions. Arlington provides a fairly simple website, but many of the links bring the user to eCampus Tours. On eCampus Tours, there are a number of school options for students to see a school in a full 360 degree view. The website is divided into resources for students, parents/guardians, campus tours, and even college shopping.

### ➤ *Parents/Guardians Utilizing This Source*

- Parents/guardians may use this resource with their students to take a virtual tour of any college to see how their student may like the general feel of the campus. Each university’s search result typically is accompanied by additional information, some of which include the school’s website, financial aid office, admissions office, and campus maps. Parents/guardians can use this source to help students narrow down their final selections.

### ➤ *Source Evaluation*

- The APS website could benefit from some additional background information, particularly the benefit of utilizing virtual college tours if the family is unable to visit the campus itself. The eCampus Tours website is a valuable resource, however, that is easy to use and simple for saving desired university profiles. The APS website does do a superb job of listing all possible options for students looking at Virginia schools.





## Virtual College Tours (eCampus)

**GEORGE MASON UNIVERSITY**  
FAIRFAX, VIRGINIA

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- Campus Map
- Contact Admissions
- Save to profile
- School Website

- Financial Aid Office
- Admissions Office

**Contact Admissions**

---

### virtual tours

- George W. Johnson Center**  
Located in the center of campus, the Johnson Center..

[view tour »](#)

1
- Fine Arts Plaza**  
The Fine Arts Plaza is home to the fine and perfor..

[view tour »](#)

2
- Engineering Building**  
A state-of-the-art 180,000 square-foot building ho..

[view tour »](#)

3
- Research I and Enterprise Hall**  
Research I is one of the most technologically inno..


[view tour »](#)

4

### George W. Johnson Center

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Located in the center of campus, the Johnson Center serves as the primary social atmosphere for the University. With a wide range of dining options, the Johnson Center is also a great place to grab a bite between classes, or to study in after hours.



### ➤ *Recommendations for Counselor Use*

- A school counselor can use this resource as a way to promote local universities and show students what local campuses look like. School counselors can also use this resource to help families find a school's admissions building or student center with relative ease.

### ➤ *Advertising in Schools*

- This resource would be a popular addition to any college information night, so schools should advertise it in any presentations that pertain to a student's college search. Counselors can use this website in classroom lessons in order to show students how to get around the easy-to-use website so they are aware of the features that are available. Schools can advertise this site on the department's website so all students and parents/guardians can sign up for an account. Schools can also make instructional YouTube videos with subtitles for people who would prefer a visual aid.

# 4. High School to College: Service Accommodations (APS Disability Services)

<https://www.apsva.us/college-career-corner/career-development/disability-services/>

➤ **Intended Purpose**

- The purpose of this particular chart found in the Disability Services section of the APS website is to explain the different accommodation practices between a student’s high school and college. This website includes an expansive chart of the differences between the two, along with a link to another website explaining a student’s legal rights.

➤ **Target Audience**

- Parents/guardians of students needing special education services

High School	College
Either an IEP or a Section 504 plan drives all accommodations and services, involves the teachers and counselors, and always requires a parent’s signature for students under age 18.	No educational plan, and instructors are not contacted except by the student. Parents often may not receive a student’s grades without written permission from the student.
Students qualify for public education simply because they are the appropriate age and because they have a disability	Otherwise qualified means that a student must meet all entrance and academic requirements, whether or not they receive accommodations.
Under IDEA, children with disabilities are entitled to a “Free and Appropriate Public Education.”	Students have civil rights for which they must advocate to ensure equal access to higher education. No one is entitled to anything.
Public schools are responsible for appropriate assessment of students’ disabilities.	Colleges are not required to assess students, but can expect students to provide proof of disabilities within accepted guidelines.
Student placement is determined by the child’s team and outlined in the IEP or 504 Plan. Placement must, by law, be in the least restrictive environment.	Students are integrated in the college community, and the environment may be adjusted through accommodations. Colleges do not deliberate to select an environment in advance.
Common Knowledge: everyone knows about a student’s placement, often times before the student even enters the classroom. Everyone involved in a student’s placement usually signs the educational plan.	Need to Know: students must give express permission for college professors to be notified of any disabilities. Students must initiate all actions toward receiving accommodations with each individual professor, for each course, for each semester. Students have the civil right to refuse accommodations they do not want or need.
Assessment, physical therapy, speech and language services, personal care and/or any other therapy is provided by the school while the student is in school.	College students are responsible for any and all personal services, such as personal or medical care, just as if they were living independently and not attending college.
Students often receive untimed tests if they have a disability.	Untimed test are not considered reasonable. Time extensions may be reasonable (typically time and one-half, but no more than double time).

## APS Disability Services

### ➤ *How to Access*

- Online (<https://www.apsva.us/college-career-corner/career-development/disability-services/>)

### ➤ *Created by*

- Arlington Public Schools

### ➤ *Description of Website*

- This website branches off of the College & Career Corner of the APS main website. Under Disability services, this website is fairly easy to navigate, although the chart is the bulk of the information provided. However, this website is still easy to access and includes vital information for parents/guardians and students seeking more information about what accommodations are available for college students.

### ➤ *Parents/Guardians Utilizing This Source*

- Parents/guardians may use this website to identify what steps their student may need to take to receive the proper accommodations in college. They may also wish to get in touch with their child's future university to ask questions ahead of move-in day in order to be better prepared.

### ➤ *Source Evaluation*

- This is a valuable source for parents/guardians of students with special education service accommodations that are looking to go on to higher education. It's well laid-out and explained nicely. However, the website could be updated with more information to be more helpful.

### ➤ *Recommendations for Counselor Use*

- School counselors could point parents/guardians of students receiving accommodations in the direction of this resource in order to ensure that students have their services continued throughout their education.

### ➤ *Advertising in Schools*

- This resource could be advertised by printing out the chart for any students receiving accommodations. The chart can be used in individual counseling sessions with students, and parents/guardians of students receiving accommodations should be made aware of this chart. The chart should be placed in a clearly marked section on the counseling department's website for easy access. The counseling department's website should be included in all email signatures and printed in every newsletter/flyer distributed to the public.

## 5. *Beyond APS*

*(Annual APS College & Career Fair)*

<https://www.apsva.us/beyondaps/>



➤ *Intended Purpose*

- This resource is designed to give students and their families a better idea of the wide array of colleges and careers that are available. It is intended to encourage students to push themselves so they can go on to achieve great things as a result of their education in Arlington Public Schools.

➤ *Target Audience*

- Students, parents/guardians, and families

➤ *How to Access*

- Online (<https://www.apsva.us/college-career-corner/career-development/disability-services/>)

➤ *Created by*

- Arlington Public Schools

## Beyond APS: Annual APS College & Career Fair

### ➤ *Description of Website*

- This website is under the Events page of the APS main website, under “Student Services” and lists the date of the previous Beyond APS fair. The website walks students through registering online and receiving a barcode for college representatives to scan. The website also lists all of the universities and community organizations that are frequently in attendance. While this is called a college and career fair, it is mostly for universities.

### ➤ *Parents/Guardians Utilizing This Source*

- Parents and guardians should take advantage of this opportunity to explore the various colleges that their students may be interested in attending. They should experience this event preferably with their children, but if not, parents/guardians may be interested in taking note of what may best suit the needs of the family while keeping in mind the interests of their student.

### ➤ *Source Evaluation*

- This event is what brings the college experience to life for most families. It is an invaluable resource that brings college representatives to the student’s front door, and it is important for families and students to attend and see how many options are available. While the website itself could use some additional information regarding the upcoming schedule or what attendees could expect, this event is still an important resource.

### ➤ *Recommendations for Counselor Use*

- School counselors should be intimately involved with planning any college fair in order to connect with various representatives, stay informed, and best serve their students. Counselors should highly recommend this event this for all families and students to encourage all parties to keep their options open.

### ➤ *Advertising in Schools*

- This event would easily be the first resource to be advertised. Since it is important to start the search in the fall for seniors, schools should begin advertising as soon as possible through flyers, email reminders, and newsletters to parents/guardians. Schools may also tape video recordings of “elevator pitches” of each representative during the fair one year in order to show it to the next round of students.

*College Resources*  
*State Level*  
*Virginia*





## 6. *I am the One*

<http://www.i-am-the-one.com/#>

➤ ***Intended Purpose***

- This website is intended to inspire students to take control of their own destiny and start their college planning journey. The purpose of this website is to educate students on the different components of the college search process, while additional family resources add more information about the financial aid process and supporting students in their transition.

➤ ***Target Audience***

- Students, parents/guardians, and school counselors



➤ ***How to Access***

- Online (<http://www.i-am-the-one.com/#>)

➤ ***Created by***

- State Council of Higher Education for Virginia (funded by a grant from the DoE)

➤ ***Description of Website***

- This website has a fairly simple layout, where the user can hover over the different pictures to access the resources associated with each group (Become the One, Make a Plan, Explore VA Colleges, Parents & Counselors). The website is easy to understand and even previews the documents and websites before opening for more convenience.

## I am the One

(Parent handout - English)



With a few simple steps,  
your child can be college bound!

[i-am-the-one.com](http://i-am-the-one.com)

### You can help your child make it to college.

You just have to encourage him or her – and you need to keep on top of a couple of things during the middle and high school years. Here's what you can do:

#### **Meet with your son's or daughter's school counselor at least once a year.**

##### **Here are a couple of questions you can ask the counselor:**

- What can I do right now to help my child prepare for education beyond high school?
- Is my son or daughter taking the right classes to pursue his or her career goals?
- What is my child's grade point average, and how does that compare to students getting into college?

#### **Keep track of your child's grades. Every class counts!**

- Look at every single report card. If there's a low grade in a class, find out why and make sure your child is working toward fixing it.
- Make it a weekly habit to ask your child what's going on in school. The weekend is a great time to do this. Ask, "What tests do you have this upcoming week? What quizzes? Any special projects? How can I help you out?"

#### **Make sure they're taking the right college entrance tests.**

- To apply to college, students should take PSATs in their sophomore or junior year of high school, which will help prepare them for the SATs or ACTs in their junior and early senior years.
- You may be eligible for assistance in paying for entrance tests. Talk to your child's school counselor about getting a payment waiver.

#### **Fill out the forms they need to get scholarships and grants.**

- There are millions of dollars out there for students who need help paying for college. Parents or guardians will have to help by filling out some paperwork. Just remember, a few minutes of your time can change your child's entire life.



## I am the One

(Folleto para padres - Español)

En pocos pasos,  
su hijo puede ¡ser universitario!

[i-am-the-one.com](http://i-am-the-one.com)

**Usted puede apoyar a su hijo/a a ingresar a la universidad.**

Deberá incentivar a su hijo/a y tener en cuenta la importancia de algunas consideraciones durante la escuela media y secundaria. A continuación se enumera lo que puede hacer:

**Reúname con el consejero escolar de su hijo/a al menos una vez al año. Éstas son algunas de las preguntas que podría hacerle:**

- ¿Qué podría hacer en este momento para ayudar a mi hijo/a a prepararse para una educación postsecundaria?
- ¿Mi hijo/a, ¿está tomando las clases adecuadas para alcanzar sus objetivos profesionales?
- ¿Cuál es el promedio de calificaciones de mi hijo/a? ¿Y cómo se encuentra en comparación con los estudiantes que ingresan a la universidad?

**Controle las calificaciones de sus hijos. ¡Todas las clases son importantes!**

- Controle cada boletín. Si encuentra una nota baja en alguna clase, averigüe la razón y asegúrese de que su hijo/a está trabajando para mejorarla.
- Cada semana pregúntele a su hijo/a cómo le va en la escuela y establézcalo como un hábito. El fin de semana es una gran oportunidad para hacerlo. Pregúntele: “¿Qué exámenes tienes la semana próxima? ¿Alguna lección? ¿Algún proyecto especial? ¿Cómo podría ayudarte?”

**Asegúrese de que rendirá los exámenes de ingreso a la universidad adecuados.**

- Para enviar una solicitud a la universidad, los estudiantes deberán tomar el PSAT ya sea en el 10mo o 11mo grado, lo cual les ayudará a prepararse para presentar el SAT o ACT en 11mo y 12mo.
- Podría ser elegible para recibir asistencia para pagar los gastos de estos exámenes de ingreso. Consulte al consejero escolar de su hijo/a sobre la posibilidad de conseguir una exención en los aranceles.

**Complete las solicitudes que necesiten para obtener becas y subsidios.**

- Hay millones de dólares destinados a los estudiantes que necesitan ayuda para pagar la universidad. Los padres o tutores deberán ayudarlos a completar los papeles. No se olvide de que unos pocos minutos de su tiempo podrían cambiar la vida de su hijo/a para siempre.

## I am the One

### ➤ *Parents/Guardians Utilizing This Source*

- Parents and guardians would benefit from using this resource in the first stages of planning for college. This resource provides a useful stepping stone, and since it's so simple to use this website, parents and guardians could use this resource to start their financial planning process as soon as possible.

### ➤ *Source Evaluation*

- This incredibly simple website clearly outlines the different sections after the user hovers over the different colored sections. It is pleasantly technologically savvy for being so simple. As previously stated, although it doesn't include as many resources as it probably can, it is a beneficial starting point for both students and parents/guardians.

### ➤ *Recommendations for Counselor Use*

- Counselors should look to use this source when the students and family are just beginning the college search process. Since it covers so many aspects of the college search, including many colleges in Virginia, the counselor can use this resource in meetings with parents/guardians and students. Counselors should use this resource as a motivator.

### ➤ *Advertising in Schools*

- This resource would be the perfect addition to any school counseling department's website since it encompasses so much information. School employees can use the handouts included under the parent/guardian section for presentations and information meetings. School employees and counselors should also consider using the free resources provided under the Counselor section to advertise the resource; the Planner PowerPoint Presentation is a helpful tool to incorporate into classroom lessons.

## 7. 1-2-3 Go!

### *(Virginia's Three Steps to College)*

<http://www.schev.edu/index/students-and-parents/resources/123go!>

➤ *Intended Purpose*

- This resource is specifically designed to break down the college-going process into more manageable pieces for students and families in the process. This resource introduces a series of three hands-on experiences that illustrate finding the best college fit, the application process, and balancing finances.

➤ *Target Audience*

- Students and parents/guardians

➤ *How to Access*

- Online (<http://www.schev.edu/index/students-and-parents/resources/123go!>)

➤ *Created by*

- State Council of Higher Education for Virginia

➤ *Description of Website*

- This website can easily be found under the “Resources” tab on the State Council of Higher Education for Virginia main website. It breaks down the four main events - **ECMC-sponsored college nights**, **Virginia College Application Week**, **Super FAFSA Project Virginia**, and **Decision Days in Virginia** - in a coherent, concise fashion. The website includes helpful links for further information, all of which emphasize the importance of committing to finding the right school and making one’s dream a reality.



## 1-2-3 Go!

### ➤ *Parents/Guardians Utilizing This Source*

- There are several ways that parents/guardians may utilize this source. They should attend whichever events they see as beneficial with their children to get a better understanding of what the college application process is like. Parents/guardians could use this resource to best support and understand their student's college search, and this resource also serves as a calendar for the different events mentioned above and when each of the events should be taking place.

### ➤ *Source Evaluation*

- This seems to be an extremely useful, inclusive resource provided by State Council of Higher Education for Virginia (SCHEV). There is an emphasis on working with first-generation and low-income students, which is imperative, and the events described are all well-established and respected by all. However, this resource might be even more powerful as its own separate website and not simply a webpage off of the SCHEV website.

### ➤ *Recommendations for Counselor Use*

- School counselors could best utilize this resource at almost any phase in a student's college search. They should emphasize the first phase (ECMC college nights) since it's open to the public and there is information available on scholarship opportunities. Counselors should encourage parents/guardians to be active participants in their student's college application process by explaining to families what happens in each phase of this program.

### ➤ *Advertising in Schools*

- This resource should be advertised throughout the school year because there are different components of the program that happen throughout the year. These events should be advertised in a mass resource email to parents/guardians of juniors and seniors. The school can broadcast the local College Night, VA College Application Week, and of course Decision Day all over the school to emphasize just how important completing this process is for the younger students. Schools should highlight the successes of graduating seniors by displaying their school decisions, achievements, and scholarships.

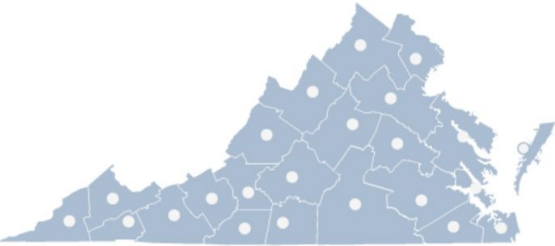
# 8. Virginia Education Wizard

<https://www.vawizard.org/wizard/home>

Looking for something specific?

### Community College Search

---



Click on the map to see a list of all Colleges and Universities in Virginia, or choose a Community College from the menu below:

**Parent Info**

- College Search
- College Planning Tool
- Earn College Credit in HS
- Financing College
- Transfer Agreements
- Students Needing Accommodations

**Starting Point**

- Career & Course Planner
- Industry Credentials
- Preparing for College
- Paying for College
- Transfer Planning Tool
- Students Needing Accommodations

➤ **Intended Purpose**

- Virginia Education Wizard (or VA Wizard, for short) is designed to make the community college decision easier for high school graduates and those already in the workforce/military. It is broken down into different categories that show students how to assess and build skills, develop a network of peers, and discover potential career resources. The website shows that community college can lead students down their desired path, if they choose to follow it. It allows students to build individualized plans and connect a student’s lifestyle with their education.

➤ **Target Audience**

- Students, parents/guardians, veterans, and those already in the workforce

➤ **How to Access**

- Online (<https://www.vawizard.org/wizard/home>)

➤ **Created by**

- Virginia’s Community Colleges and the Virginia Department of Education



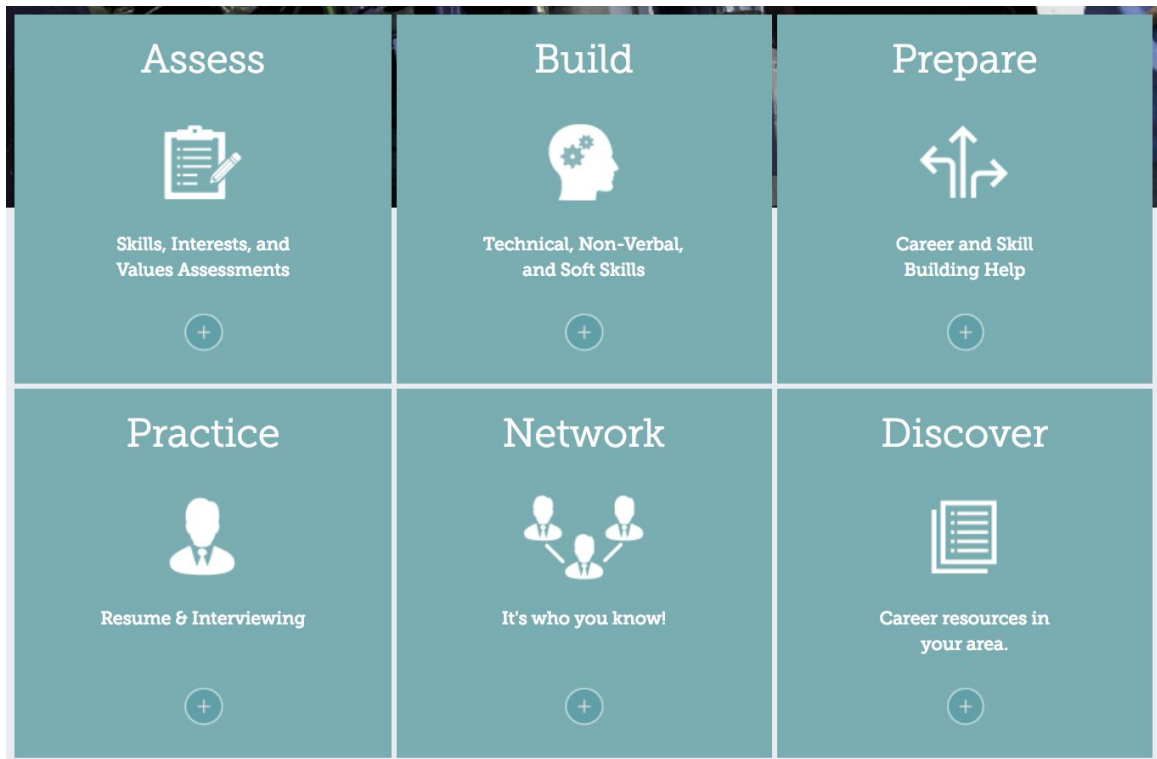
## Virginia Education Wizard

### ➤ *Description of Website*

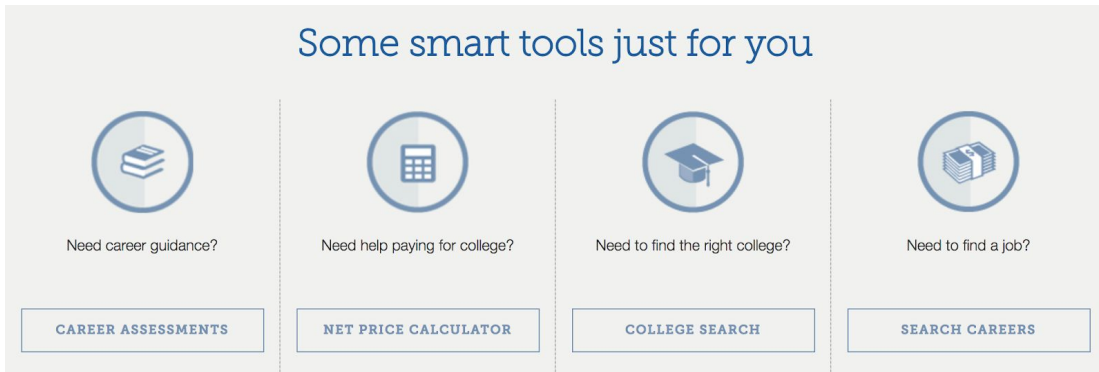
- The VA Wizard website is broken down by the type of community college student using the website - student, military veteran, and current member of the workforce. It outlines a Career & Course Planner for each group, which the user can individualize in order to start planning. It shows different programs and majors in various schools, and outlines what the transfer process may look like. The “Imagine” page is a quick assessment that informs the student of the amount of money necessary to keep up with their basic needs.

### ➤ *Parents/Guardians Utilizing This Source*

- There are several ways that parents/guardians could benefit from using VA Wizard. There is a Parent Info section, as shown in the graphic above, that outlines different resource articles for users to leaf through if they have any questions. Users can also use this tool to help their students assess what their interests are and build their skills.



## Virginia Education Wizard



### ➤ *Source Evaluation*

- VA Wizard is an inclusive resource and makes no assumptions about a person's background. It's a helpful source that many students and families may rely on for information and planning for the next steps. The main purpose is to help community college-goers find their path and make informed decisions about furthering their education.

### ➤ *Recommendations for Counselor Use*

- School counselors should utilize this source with any student who is beginning to explore post-secondary 2-year degrees. The counselor should familiarize his or herself with the tools this website has to offer: the different guaranteed admission agreements, the Career & Course Planner, the Imagine tool, etc. It's important for school counselors to familiar with this resource, as it provides a great deal of information for families considering the community college option.

### ➤ *Advertising in Schools*

- Schools should create a section for community college searches on the counseling department's website for this resource alone, if there is not already one dedicated. Schools can present this resource at every college information night and have speakers come in from various community colleges in the area to supplement the information provided, just because this is such an important resource for so many students and families. This source should be included in college planning brochures, flyers, and emails, as well as in individual student planning sessions.

# *College Resources*

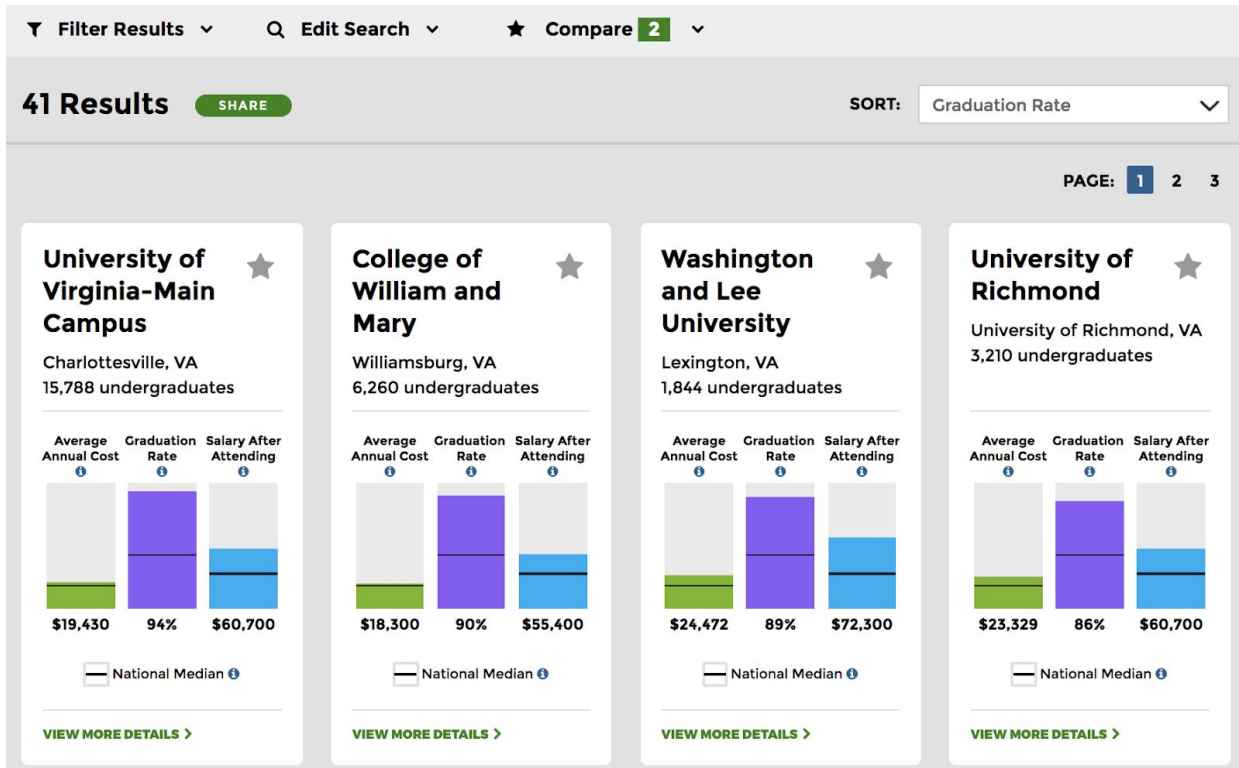
## *Federal & Financial Aid*





# 9. College Scorecard

<https://collegescorecard.ed.gov/>



➤ *Intended Purpose*

- College Scorecard gives all users a side-by-side look at degrees, programs, desired locations, sizes of schools, and even university names for specific comparison purposes. The Scorecard gives hundreds of matches with cost and salary comparisons, as well as other important comparisons such as popular programs & size.

➤ *Target Audience*

- Students and parents/guardians

➤ *How to Access*

- Online (<https://collegescorecard.ed.gov/>)

➤ *Created by*

- U.S. Department of Education

## College Scorecard

### ➤ Description of Website

- This website is relatively simple to navigate. The user is able to start the search process by narrowing down the degree, size of the school, and the ideal location. The search results then begin to narrow down the choices and the user is able to see the average costs, average financial debt, graduation/retention rates, earnings after school, the school population demographics, average SAT/ACT scores, and the most popular programs. It also displays each program, information regarding payment options along the side of each search, and makes comparisons between a user's starred universities.

### George Mason University

Fairfax, VA  
22,308 undergraduate students  
<https://www.gmu.edu>

**4**  
Year

**Public**

**Suburban**

**Large**

SHARE THIS SCHOOL

Map tiles by Stamen Design, under CC BY 3.0.  
Data by OpenStreetMap, under ODbL.

#### Paying For College

TYPES OF FINANCIAL AID

CALCULATE YOUR AID

START MY FAFSA

GI BILL® BENEFITS

#### Average Annual Cost

i

\$19,245

#### Graduation Rate

i

68%

National Median

#### Salary After Attending

i

\$58,100

### ➤ Parents/Guardians Utilizing This Source

- Parents/guardians can use this source to become more familiar with the different schools their child is interested in. Users can use this source most effectively to work with their children in considering financial costs and what the student's best fit may be for them. Since this resource features so many comparison tools, parents/guardians can use this website to help their student narrow down options and begin the actual college application process.

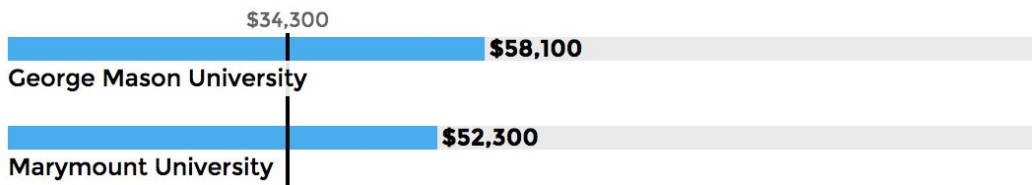
## College Scorecard

### ➤ *Source Evaluation*

- The Scorecard is a wonderful place for students to start deciding what colleges may work best for them. It's easy to use, and the comparison feature between schools (featured in the graphic below) gives the user a greater understanding of how their money could best be used. This resource is a valuable asset to anyone just beginning their college search, both for 2-year schools and 4-year schools.

### Salary After Attending i

#### *4-year school*



### ➤ *Recommendations for Counselor Use*

- School counselors can use this resource to help students narrow down their application choices. Since the Scorecard also includes SAT/ACT scores, school counselors are also able to help students identify what schools are within reach academically, while the school counselor can also use the “Paying For College” feature to bring financial realities to the student’s attention during an individual session. Counselors can also use this resource in any and all college presentations.

### ➤ *Advertising in Schools*

- As previously stated, this resource would be a wonderful addition to any college presentation. The school can show students and their parents/guardians the website so they can begin their college search. A school can have updated screenshots of the college comparisons running as a slideshow on video monitors throughout the hallways so students are exposed to what school may or may not be best for them. Schools can also advertise this resource in a “College Comparison of the Day” feature to again highlight the different strengths of the schools that students may be most interested in.

# 10. U.S. Department of Education

<https://www.ed.gov/>



## ➤ *Intended Purpose*

- Founded in 1980, the Department of Education's mission is to "promote student achievement and preparation for global competitiveness by fostering educational excellence and ensuring equal access". This website aims to provide users with more information regarding grants, student financial aid, research and statistics, policies and federal laws, and various programs available through the department. Most users find this site to be a baseline for assessing financial aid needs and for determining legal rights of students and families.

## ➤ *Target Audience*

- Parents/guardians; students may use as reference

## ➤ *How to Access*

- Online (<https://www.ed.gov/>)

## ➤ *Created by*

- U.S. Department of Education

## U.S. Department of Education

### ➤ *Description of Website*

- This website is neatly laid out in four main groups: Student Loans, Grants, Laws, and Data. The loans are broken down into whether or not you have a loan or are looking for a loan, and the grants section is further divided into what specific grants may suit a student's needs. The main website features DoE press releases as well as featured resources and articles.

### ➤ *Parents/Guardians Utilizing This Source*

- This would ideally be one of the first resources that parents/guardians would turn to when starting to think about financing a student's college experience. Users should go through the different financial aid packages with their student and identify what works best for the family. Parents and guardians should also review their child's legal rights, specifically FERPA under the Laws & Guidance tab.

### ➤ *Source Evaluation*

- This website is an important staple in any college goer's repertoire. Since there is such a wealth of information provided, and everything is laid out neatly, this source is invaluable for students and parents and guardians.

### ➤ *Recommendations for Counselor Use*

- School counselors should become familiar with the different loans and grants available through the DoE in order to better educate students and families on what financial aid options they may have. Counselors should also read up on federal legislation and regulations in order to further advise students and families.

### ➤ *Advertising in Schools*

- Schools can advertise this resource most effectively by placing it at the top of the financial aid resources on the counseling department's website. Schools could also advertise the DoE website by creatively incorporating it into a college lesson, perhaps by turning it into a fun web treasure hunt for financial aid information.

# 11. FAFSA

## *(Free Application for Federal Student Aid)*

<https://fafsa.ed.gov/> and <https://studentaid.ed.gov/sa/>

### ➤ *Intended Purpose*

- The purpose of the Free Application for Federal Student Aid (FAFSA) is to make higher education possible for high school graduates through federal grants, loans, and work-study programs, all funded through the Department of Education. More than \$120 billion is put into sponsoring millions of Americans who are turning their dreams of pursuing higher education into a reality. This is a free application for all students who are citizens of the United States, with the DoE receiving approximately 20 million FAFSA submissions alone each year. It is the largest provider of student financial aid services in the United States. This resource includes two websites: the actual FAFSA website is listed first, and the Federal Student Aid website is listed next. Both of the websites will be evaluated as one resource for parents/guardians and students.

### ➤ *Target Audience*

- Parents/guardians and students

### ➤ *How to Access*

- Online (<https://fafsa.ed.gov/> and <https://studentaid.ed.gov/sa/>)

### ➤ *Created by*

- U.S. Department of Education

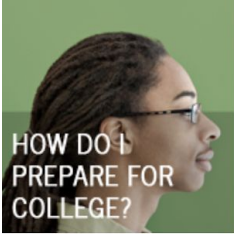
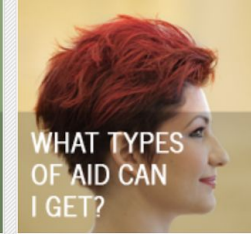

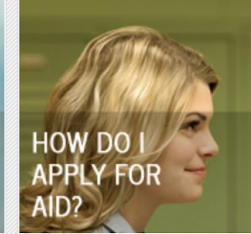
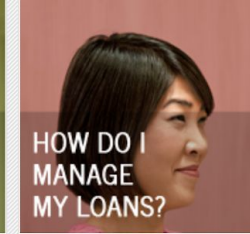
**Federal Student Aid**  
An OFFICE of the U.S. DEPARTMENT of EDUCATION



## FAFSA

### ➤ *Description of Website*

- The **FAFSA** website itself is fairly simple - the main two links are for returning FAFSA users and those who are new to FAFSA. The rest of the website includes links to College Scoreboard (Resource #9), deadlines, school codes, and filing options for FAFSA. The **Federal Student Aid** website is a bit more thorough, with groups of links that include Preparing for College, Types of Aid, Who Gets Aid, FAFSA Process, and information on repaying loans.

 <p><b>HOW DO I PREPARE FOR COLLEGE?</b></p>	 <p><b>WHAT TYPES OF AID CAN I GET?</b></p>	 <p><b>DO I QUALIFY FOR AID?</b></p>	 <p><b>HOW DO I APPLY FOR AID?</b></p>	 <p><b>HOW DO I MANAGE MY LOANS?</b></p>
<p>Learn about exploring careers, choosing and applying to schools, and taking required tests. Use checklists to help get ready.</p>	<p>Read about the types of financial aid available from the government and other sources: grants, scholarships, loans, and work-study.</p>	<p>Most people are eligible for financial aid. Find out who gets aid, how to stay eligible, and how to get eligibility back if you've lost it.</p>	<p>Learn how to submit your <i>Free Application for Federal Student Aid (FAFSA®)</i>, how aid is calculated, and how you'll get your aid.</p>	<p>Choose a repayment plan, pay on time, avoid default, and get help with problems.</p>

### ➤ *Parents/Guardians Utilizing This Source*

- Parents/guardians would particularly benefit from reading through the Federal Student Aid website because it provides more information on eligibility and how to actually apply for the FAFSA. Parents and guardians should use this resource to help their student apply for financial aid of any kind, and some of the options are included in the convenient Types of Aid section. Parents/guardians should also start to explain the idea of repaying loans and loan forgiveness to their students to have them start thinking for the future. Parents and guardians should also review their finances and their financial plan when starting to review FAFSA, as it requires the financial background of the family unit as a whole.



## FAFSA

### ➤ *Source Evaluation*

- These two sources have an extensive amount of information. The FAFSA website is easy to navigate, although it could be improved with a more-detailed search feature for the website as a whole. The Federal Student Aid website, however, is full of useful links and resources that accommodate every kind of Internet user.

### ➤ *Recommendations for Counselor Use*

- School counselors need to know everything there is to know about the FAFSA and the application process. School counselors are the agents of change for students during the college search process, so counselors should be able to speak to the different nuances of the process. Counselors must have resources and information sheets available, and this is the perfect resource to gather information for students and families that are applying.

### ➤ *Advertising in Schools*

- Schools should advertise this resource almost everywhere. Schools can download posters similar to the one pictured below to promote the importance of students being educated on the FAFSA and Federal Student Aid websites. Schools can advertise the key points in college presentations, and schools can advertise office hours for parents/guardians and students who have questions or may require additional resources to successfully submit the application.



## 12. Scholarships for Students

<http://www.scholarships4students.com/>



### ➤ *Intended Purpose*

- The purpose of this resource is to supply students with information on a multitude of scholarship opportunities that they may not otherwise have known about. This website intends to give a whole range of students the opportunity to apply for different scholarships. The list includes scholarships for both high school juniors & seniors, academic scholarships, activities scholarships, disabilities scholarships, scholarships by university/major... The list goes on and on!

### ➤ *Target Audience*

- Students; parents/guardians may reference

### ➤ *How to Access*

- Online (<http://www.scholarships4students.com/>)

### ➤ *Created by*

- Scholarships for Everyone

### ➤ *Description of Website*

- The website itself has a simple layout. The user is able to select whichever scholarship category they fit best. Once the user selects a category, each scholarship, how many winners, the deadline, and how much money is attached to the scholarship is all displayed. When you click on a scholarship, there is additional information provided for students to decide which scholarship opportunities they may want to pursue.

## Scholarships for Students

### ➤ *Parents/Guardians Utilizing This Source*

- It is in the best interest of parents and guardians to familiarize themselves with the different types of scholarships to recommend to their student. Parents/guardians should do their best to support their student throughout this process.

### ➤ *Source Evaluation*

- This is such a valuable resource for parents/guardians and students. This resource is simple and easy to use, it has up-to-date links and the scholarship opportunities refresh in real time. This source could open up college as a reality for more students, which is absolutely imperative.

### ➤ *Recommendations for Counselor Use*

- Counselors should use this resource in order to make the financial aid process more accessible for parents/guardians and students. Counselors should familiarize themselves with this resource and others like it in order to pass along crucial information to parents/guardians and students who may be interested.

### ➤ *Advertising in Schools*

- S4S may be advertised on the department’s website under financial aid opportunities, but it can also be demonstrated in classroom lessons and small group lessons. It can also be advertised by taking screenshots of the different scholarship opportunities with small descriptions so students may be encouraged to consider various opportunities.

<p><b>EntirelyPets Scholarship Program</b></p> <p>Awards available: <b>3</b></p> <p>Deadline: <b>March 15</b></p> <p>Award amount: <b>\$1,500</b></p>	<p><b>Broadcasting Your Aspirations Scholarship</b></p> <p>Awards available: <b>1</b></p> <p>Deadline: <b>April 01</b></p> <p>Award amount: <b>\$2,500</b></p>	<p><b>Internet and Education Scholarship</b></p> <p>Awards available: <b>Varies</b></p> <p>Deadline: <b>Dec 18</b></p> <p>Award amount: <b>\$1,000</b></p>
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## 13. APS Scholarships

<https://www.apsva.us/college-career-corner/college-planning/scholarships/>

➤ ***Intended Purpose***

- This resource is intended to provide parents/guardians and students with more information regarding the various scholarship and financial aid opportunities provided by Arlington County public high schools.

➤ ***Target Audience***

- Students and parents/guardians

➤ ***How to Access***

- Online (<https://www.apsva.us/college-career-corner/college-planning/scholarships/>)

➤ ***Created by***

- Arlington Public Schools

➤ ***Description of Website***

- This is a subsection of the APS College & Career Corner, under “Scholarships”. It is broken down by the public APS high school websites (Wakefield, Washington-Lee, and Yorktown) and the resource then provides related links and other scholarship opportunities.

➤ ***Parents/Guardians Utilizing This Source***

- It would be in the best interest of parents/guardians to check in with their students to see where they are in the scholarship application process. Parents/guardians should also learn about scholarships being offered and encourage students to see the college and career specialist at their school to get more information. Parents and guardians should also check to see if there are any PTA email listservs for further information about scholarships, such as the one that Wakefield High School offers.

## APS Scholarships

### ➤ *Source Evaluation*

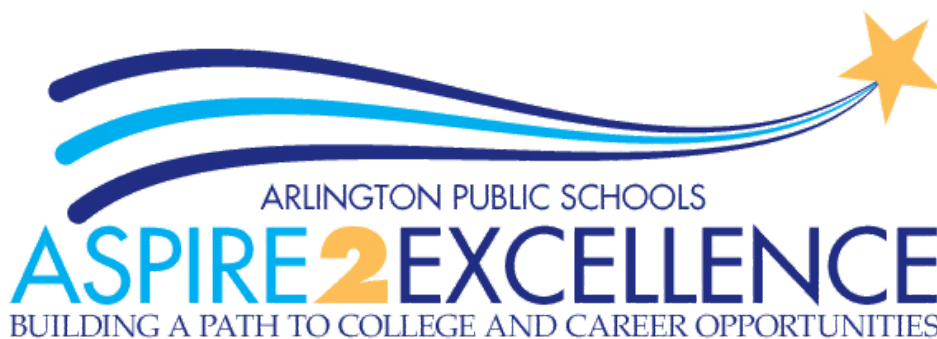
- This is a helpful local resource for parents/guardians and students alike to access. It provides contact information for college and career specialists, it includes descriptions of available scholarship opportunities, and is easy to access for all members of the APS community. The only critique is that it may be more efficient if the resources were all streamlined, so the students and parents/guardians of each high school were getting the same information in one location. However, it is still an important resource for parents/guardians and students to utilize during the college application process.

### ➤ *Recommendations for Counselor Use*

- Counselors should identify which resources are available in their schools and be able to speak on the different features and requirements for each scholarship. Counselors should use this as an opportunity to learn more about the resources that exist within the school itself (i.e. college and career counselor, parent/guardian email listserv, etc.).

### ➤ *Advertising in Schools*

- This should be publicly advertised everywhere in the building; it should be up on bulletin boards, flyers and brochures, etc. to spread the word. Counselors should also advertise the scholarships and resources available through APS in every college information night.



# 14. FinAid

<http://www.finaid.org/>

## ➤ *Intended Purpose*

- FinAid is intended to give students and parents/guardians more information about the financial aid process. As seen below, parents/guardians and students have access to a wealth of information about scholarship opportunities, loans, starting a savings fund, and military aid. This resource provides information about the financial aid process and explains college-going terminology.

## ➤ *Target Audience*

- Students and parents/guardians

**FinAid!** The SmartStudent Guide to Financial Aid

Site Map About FinAid

- Scholarships**  
Search for scholarships that match your profile! (But beware of scholarship scams.)
- Loans**  
Don't know a PLUS from a Perkins or a Stafford? Look here for information about student loans.
- Savings**  
Start saving for college or graduate school. Master saving for college with our expert advice.
- Military Aid**  
From ROTC to military aid for veterans and recruits, find a job and money for your future.
- Other Types of Aid**  
Find everything from grants to graduate school fellowships and education tax benefits to tuition payment plans.
- Financial Aid Applications**  
Paperwork demystified -- find forms and instructions here. Tips on filling out the FAFSA and maximizing eligibility.
- Answering Your Questions**  
'Ask the Aid Advisor' for personalized help. Read the financial aid FAQ and glossary for other answers.
- Calculators**  
Dozens of tools for calculating college costs, loan payments, savings, and the expected family contribution (EFC).
- Beyond Financial Aid**  
Get online info about testing, college admissions and jobs.

## ➤ *How to Access*

- Online (<http://www.finaid.org/>)

## ➤ *Created by*

- FinAid



## FinAid

### ➤ *Description of Website*

- This website offers specific resources for loans, scholarships, savings, and military aid. It is also divided by who is using the website: students, families, and educators. Each group is given guidance as to how to best utilize their time applying for financial aid/using the website.

### ➤ *Parents/Guardians Utilizing This Source*

- Parents and guardians should look under the clearly-labeled “Parents” section at the bottom of the homepage for a step-by-step plan for college success that includes looking at a savings plan for the student, identifying college approaches, applying for financial aid, and answering further questions while utilizing the “Ask the Aid Advisor” feature on the website.

### ➤ *Source Evaluation*

- FinAid is an extremely effective source. It covers a large amount of information for a wide array of users, and incorporates a plethora of resource links for each portion of the financial aid process.

### ➤ *Recommendations for Counselor Use*

- Counselors should utilize this resource to ensure that students and parents/guardians are on the right track to financing the next chapter of the student’s academic career. Counselors should also familiarize themselves with the different aspects of financial aid mentioned in this resource.

### ➤ *Advertising in Schools*

- Schools should advertise this resource on the counseling department’s website with the other financial aid resources; however, schools should also use the “Parent” section as a guide for information nights when discussing financing a student’s collegiate experience.



# 15. Tuition Funding Sources

<https://www.tuitionfundingsources.com/>



## ➤ *Intended Purpose*

- Tuition Funding Sources (TFS) seeks to match students with their ideal scholarship opportunities. With over 7 million scholarships available, TFS aims to provide students and families with more information on how to obtain the scholarship, other financial aid opportunities, and different ways to match scholarships to future careers with an TFS aptitude test.

## ➤ *Target Audience*

- Students, parents/guardians, and educators

## ➤ *How to Access*

- Online (<https://www.tuitionfundingsources.com/>)

## ➤ *Created by*

- Tuition Funding Sources Scholarships (sponsored by Wells Fargo)

## ➤ *Description of Website*

- On this website, students create a profile that describes their personal information and interests. The website also includes information on how to plan for the future and use a career aptitude test to match a student's passions with a potential college major for their future career. The website is visually appealing and easy to maneuver; there is also a TFS toolkit for educators to use in advertising the website.

## Tuition Funding Sources

### ➤ *Parents/Guardians Utilizing This Source*

- Parents/guardians should encourage their students to use this resource in order to be matched with the most ideal scholarships, with TFS offering over 7 million opportunities. Users are able to read more on financial aid and loan opportunities, and users may also want to take advantage of the monthly webinar series offered on preparing and paying college.

### ➤ *Source Evaluation*

- This is a fairly extensive website; however, although there is a large amount of information on financial aid and financing options, TFS would be an even better resource if there was a dedicated parent/guardian resource page.

#### **7 million scholarships — all in one remarkable resource.**

Founded in 1987, TFS Scholarships began as a passion project to help students. Today it's the most comprehensive scholarship resource on the web, offering:

- \$41 billion in college funding
- A safe and trusted place to search: no ads and no selling of personal data
- Local and national scholarships to increase your students' opportunities to earn funding
- 5,000 new scholarships added every month
- Tailored guidance towards each student's career path and interests
- Extensive filtering tools to easily identify opportunities that best fit each student

### ➤ *Recommendations for Counselor Use*

- Counselors should use this resource to have students become familiar with the application process, as well as how eligible students are for certain types of scholarships. Counselors can then encourage students to focus more on finding similar scholarships for increased success.

### ➤ *Advertising in Schools*

- Schools can advertise this resource in a number of ways with a little help from the handy TFS toolkit provided on the website. Schools can print flyers from the site, send emails from a provided template, include newsletter blurbs about TFS, and print table topper advertisements to put on tables in the library and in the lunchroom.

## 16. Fastweb

<https://www.fastweb.com/>

### ➤ *Intended Purpose*

- Fastweb, the sister website of FinAid, is another website that is intended to match eligible students with ideal scholarship opportunities. This resource also goes above and beyond to provide information on financial aid help and resources, more career planning tips, and various articles to provide students and parents/guardians with a substantial amount of information.

### ➤ *Target Audience*

- Students, parents/guardians, and educators

### ➤ *How to Access*

- Online (<https://www.fastweb.com/>)

### ➤ *Created by*

- Fastweb; now owned by Monster Jobs (of <https://www.monster.com>)

### ➤ *Description of Website*

- This website is broken down along the top by a college search feature, scholarship opportunities, deals offered through the website, financial aid resources and information, loans, career planning, and an educators page. Each of the main pages are then broken down even further into specific topics. Students that sign up for the profile feature have the option to see which scholarships they are matched with, as well as the values and deadlines for the different opportunities.



## Fastweb

### ➤ *Parents/Guardians Utilizing This Source*

- Parents/guardians should use this website with their student to help them identify which scholarships they may want to pursue. Users can use this website to keep up with the different news articles under each of the main sections along the top, while parents/guardians can also use Fastweb to get information about financial aid options and the general college search.

### ➤ *Source Evaluation*

- This is a useful way for eligible students to be matched with scholarship opportunities. This source is effective, provides lots of good information for students and families. Again, this source may be more effective if there was one designated parent/guardian resource page.

NEW MATCHES	MATCHES	INTERESTED	APPLIED	NOT INTERESTED
NAME			AMOUNT	DEADLINE ^
<b>FEATURED</b>				
• <b>\$1,000 You Deserve It Scholarship</b> <small>ScholarshipOwl.com</small>			<b>\$1,000</b>	<b>June 29, 2018</b>
<b>TOP SCHOLARSHIP</b>				
• <b>The Future is Female Scholarship</b> ⭐⭐ <small>True&amp;Co.</small>			<b>\$3,000</b>	<b>June 29, 2018</b>

### ➤ *Recommendations for Counselor Use*

- Counselors should use this source to help students understand the wealth of resources at their fingertips. Counselors can also use this as a way to emphasize the importance of students having a financial plan, whether it's in classrooms, small groups, or individual counseling sessions.

### ➤ *Advertising in Schools*

- There is an entire section specifically for educators to give out included free materials that may provide students and families with more financial aid opportunities. Schools can provide parents and guardians with this information at college nights, and students can learn about this website throughout the school year during classroom lessons and individual counseling sessions. Schools can also post this information as a resource on the counseling department's website.

# *College Resources*

## *Other*



# 17. SAT Suite of Assessments

<https://collegereadiness.collegeboard.org/sat>

## ➤ *Intended Purpose*

- The SAT Suite of Assessments serves to provide students with a variety of services including free practice SAT tests (linked to Khan Academy), scholarship considerations for every student who takes the PSAT/NMSQT test, fee waivers for SAT score sending, and free career planning tools. It also provides more information on the layout of the SAT and tips on how to best prepare for achieving the highest score possible.

## ➤ *Target Audience*

- Students and educators

## ➤ *How to Access*

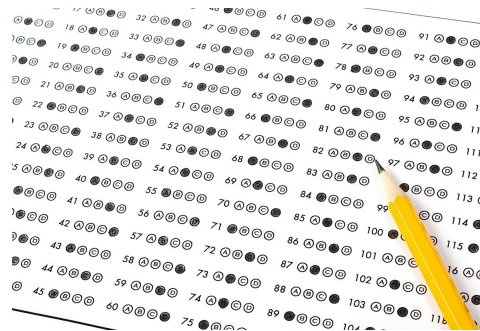
- Online (<https://collegereadiness.collegeboard.org/sat>)

## ➤ *Created by*

- The College Board

## ➤ *Description of Website*

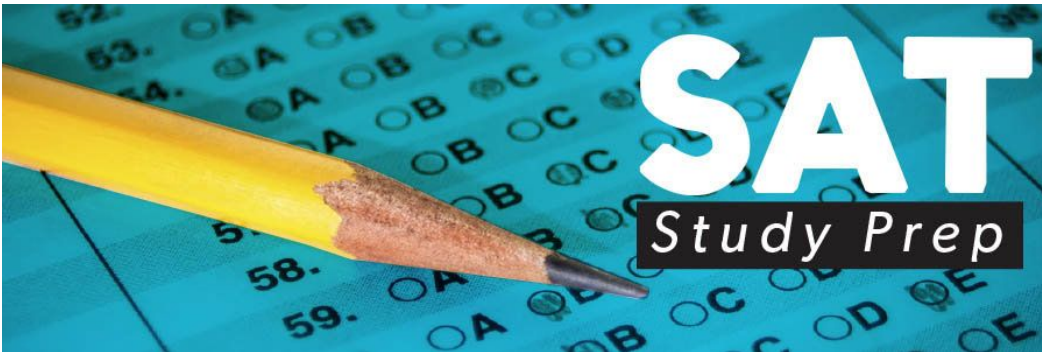
- The website is laid out across the top by the various standardized tests: SAT, PSAT/NMSQT and PSAT 10, PSAT 8/9. There is more information provided about each of the tests and when students are eligible to sit for the test when the user clicks on each of those main pages. There are events listed further down on the homepage, as well as more resources, articles, and topics. There is also a tab specifically for counselor resources.



## SAT Suite of Assessments

### ➤ *Parents/Guardians Utilizing This Source*

- All parents/guardians should become familiar with the SAT and other standardized tests for college entrance. Although this resource is not as focused on familial involvement, it is still crucial for users to be educated on the in's and out's of taking this exam. Parents/guardians should also use this resource to learn how to best support their student during SAT testing.



### ➤ *Source Evaluation*

- This is an extremely helpful resource, especially when paired with Khan Academy (#21). Students and educators both have a plethora of resources at their fingertips because of this resource, although the website itself could stand to include more information and resources specifically for parents and guardians.

### ➤ *Recommendations for Counselor Use*

- Counselors should use this source to help students understand the wealth of resources at their fingertips. Counselors can also use as a resource for academic placements (AP) and more information about all of the information and resources included.

### ➤ *Advertising in Schools*

- Schools should advertise the SAT everywhere: bulletin boards, flyers, brochures, email listservs, in college presentations, and both in the classroom and in front of parents/guardians during information nights.



## 18. ACT

<http://www.act.org/content/act/en.html>

➤ *Intended Purpose*

- The ACT is yet another college entrance exam that is available for students to take in addition to the SAT. Although some universities are no longer requiring entrance exams, the ACT website provides further resources for students, parents/guardians, and educators, with preparation resources for the test itself. The entire purpose of the website is to prepare students to ready themselves for the exam.

➤ *Target Audience*

- Students, parents/guardians, and educators

➤ *How to Access*

- Online (<http://www.act.org/content/act/en.html>)

➤ *Created by*

- ACT, Inc.

➤ *Description of Website*

- Under the “Information For” drop-down menu next to the ACT logo in the top left corner, the website is broken down by: Students + Parents, K-12 Administrators, Higher Education Professionals, Workforce, and International. Under Students + Parents the user has the option to look at resources for each graduating class, test dates and further information, and popular student resources. The website also has more information on ACT products, research, and news.



## ACT

### ➤ *Parents/Guardians Utilizing This Source*

- All parents/guardians should familiarize themselves with this resource, as it provides a wealth of information for students and parents/guardians alike. The website almost seems endless when scrolling down, but parents and guardians should particularly take advantage of the first-person accounts of ACT parents and guardians that discuss frequently asked questions after their child took the ACT.




### ➤ *Source Evaluation*

- This source is extremely useful for students who plan to take the ACT and their parents/guardians. It's important to keep up with test dates and information, but there are also so many resources and services/solutions provided by this website; better organization to eliminate the infinite scrolling would be helpful, but there is so much useful information that the scrolling is worth it.

### ➤ *Recommendations for Counselor Use*

- Counselors should most definitely work to familiarize themselves with this resource, along with the SAT website. There are K-12 resources for monitoring progress, data, and online preparation for students, but counselors should also learn about the Student + Parents tab in order to speak to the different resources, articles, and dates that the website keeps up-to-date.

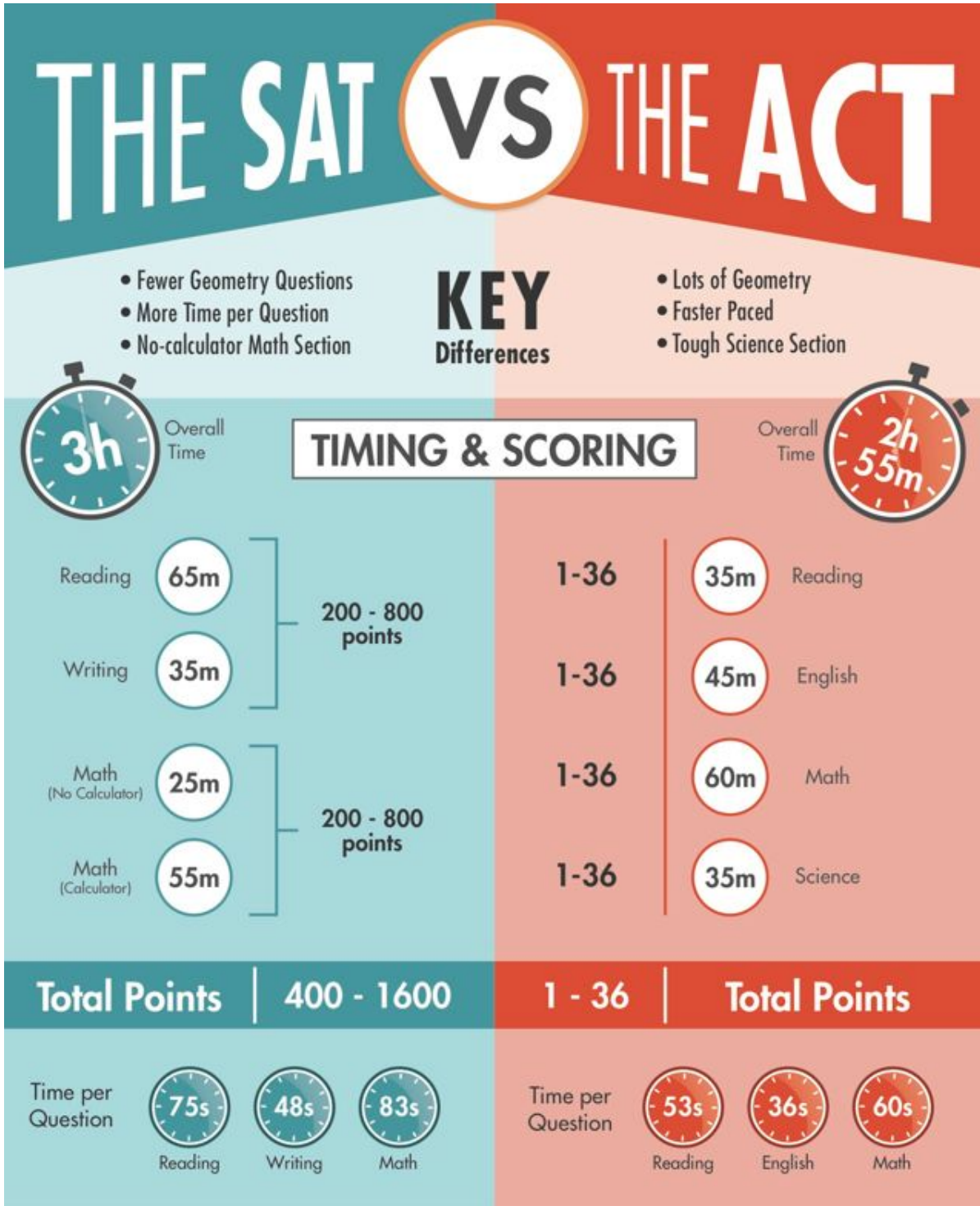
#### Plan for Success After High School

Class of 2019	Class of 2020	Class of 2021
 <p>Lots of helpful information on making decisions about when to apply for college.</p>	 <p>Now is the time to start weighing your options for life after high school.</p>	 <p>Now is a great time to try new things and start establishing your college and career goals.</p>
Class of 2019	Class of 2020	Class of 2021

### ➤ *Advertising in Schools*

- Schools should feature this resource in college presentations, but schools can also bring it into the classroom in order to expose students to all of the resources that they can access. Schools should also promote the “Educator Resources” section to administrators so to provide students with the best possible preparation for college planning.

Differences between the SAT and the ACT



# 19. CollegeBoard: For Parents & Guardians

<https://parents.collegeboard.org/>

➤ ***Intended Purpose***

- The purpose of this resource is specifically for parents and guardians of teenagers who are college-bound. It is meant to discuss important dates, what parents and guardians must prepare for in order to help their children with the transition from high school to college, and provide more information about the SAT that is specifically for parents. This resource also provides parents and guardians with the option to sign up for text and email updates.

➤ ***Target Audience***

- Parents and guardians

➤ ***How to Access***

- Online (<https://parents.collegeboard.org/>)

➤ ***Created by***

- The College Board

➤ ***Description of Website***

- The website itself is fairly simple. There is a large button at the center for parents/guardians to sign up for information on college nights, dates/reminders, and college-going advice. There are also YouTube videos under the “Browse Parent Webinars” link with information on AP testing, the SAT, college decisions, etc. The website also provides the user with the opportunity to explore colleges, look at upcoming events, and get more information on both financial aid and the SAT.

## CollegeBoard: For Parents & Guardians

### ➤ *Parents/Guardians Utilizing This Source*

- Parents/guardians should use this source to sign up for text message reminders and email resources. Parents and guardians should also use this resource to watch multimedia presentations on college information, such as the YouTube links provided under Browse Parent Webinars. Parents and guardians can also use this website to get information about the FAFSA, how to best prepare students for standardized college entrance exams, and what the steps are for the college search process (under the “Planning for College” tab, next to the “Home” tab in the top right corner of the site).

### ➤ *Source Evaluation*

- This source is an impeccable asset for parents and guardians because it is a website that is specifically dedicated to parent/guardian resources and information. The idea of a text and email service that sends parents/guardians further research and advice is brilliant and the website itself is easy to use, accessible, and helpful for all who use it.

### ➤ *Recommendations for Counselor Use*

- Counselors should leaf through this website to identify what resources may be most helpful for parents and guardians to utilize leading up to their student’s college search. Counselors should also look through the webinar videos to see if any should be included in future presentations.

### ➤ *Advertising in Schools*

- School counselors should work to incorporate this resource into every parent and guardian information night. Whether it’s a general college information night or a financial aid information night, counselors should encourage parents and guardians to sign up for the text and email updates so they’re up-to-date on the latest reminders and resources. Counselors can also advertise this by sending out mass emails and including the resource in the school’s newsletter in the fall.

## 20. *College Parents of America*

<https://collegeparents.org/>

➤ *Intended Purpose*

- This website is entirely geared towards parents and guardians who are looking for advice, a little humor, and support for when their children are going off to college. This is a resource that allows parents and guardians to gather more information from other parents and guardians of college students who have submitted helpful articles, checklists, and tips for helping their students adjust to this major life change.

➤ *Target Audience*

- Parents and guardians

➤ *How to Access*

- Online (<https://collegeparents.org/>)

➤ *Created by*

- College Parents of America



# College Parents of America

➤ *Description of Website*

- This website has so much useful information, and the easiest way to deliver the resources it provides is to break it down by the different drop-down menus in the top right corner: **Content, Travel Discounts, Insurance Center, Store.**

## College Parents of America

### ➤ *Description of Website (cont'd)*

#### ○ Content

- **Articles:** Topics include admissions, campus safety, careers, college preparation, first weeks of college, living independently, parenting, student health, student loans, transitioning, etc.
- **CPA Handbook:** Most recently revised for the 2017-2018 school year, this handbook covers a wide range of topics in this 40-page PDF document. The handbook includes a basic overview of the addressed topics (Before College Starts, Paying for College, Transitioning to College, The Early Years, Graduating, Protecting Your Student, and Parent Essentials), but this is a resource that parents and guardians should flip through in order to get a better idea of how the transition to college works.

URL:

<http://collegeparents.org/wp-content/uploads/sites/2/2017/07/CPA-Handbook-2017-Digital.pdf>

- **Checklists:** The checklists provided (sometimes hidden in articles) provide students and parents/guardians with a written plan for typical activities, such as the academic year, health and medical checklist, and a checklist for completing financial aid forms.
  - **Humor:** These are some original comics that may bring a little humor to the sometimes-stressful college planning process!
  - **Research:** Provides different research articles for parents and guardians to be aware of.
- Travel Discounts: Identifies ways that families can save money on college visits and ways to plan trips more efficiently.
  - Insurance Center: Provides parents/guardians with more information on tuition insurance, short-term medical insurance, and life insurance.

### ➤ *Source Evaluation*

- This is clearly an invaluable resource. It provides parents with resources and advice, but also offers a place of support and community. This source encompasses so much of the college planning process, it is impressive.



## College Parents of America

### ➤ *Parents/Guardians Utilizing This Source*

- Parents and guardians should always exercise caution when looking at insurance plans and any travel discounts, and parents/guardians should ideally consult with professionals before proceeding with any financial decisions. However, parents should most definitely use this as a resource for support and advice, as well as use all of the articles and the handbook for more information on how to best navigate the college-going process. Parents and guardians should also look for more information and updates in the social media profiles provided along the right side of the webpage for Facebook, Twitter, and Pinterest. There are resource gems hidden everywhere!



### ➤ *Recommendations for Counselor Use*

- Counselors should regularly check this website for any updates in order to stay involved with the information and any questions that parents/guardians may have about the college process. Counselors should also provide parents and guardians with this resource and be able to address any questions or concerns.

### ➤ *Advertising in Schools*

- Counselors should advertise this resource at every possible opportunity. Counselors should include this in every parent/guardian information night, family college night, email listserv, bulletin board, and counselors should also give this resource to any student that asks for further resources for their family.

# 21. Khan Academy (Parents)

<https://www.khanacademy.org/signup?isparent=1>

## ➤ *Intended Purpose*

- Khan Academy is a **FREE** website filled with practice exercises, video tutorials, and a personalized dashboard for students to get supplemental academic, personal, and even financial information. There are a wide array of topics that include math by subject/grade, science & engineering, computer coding, arts & humanities, standardized test prep, economics & finance, college, careers, and more! This resource for parents is intended to help parents and guardians keep track of the progress of their students on Khan Academy while also providing an opportunity for parents/guardians to take advantage of free resource videos themselves!

Math by subject	Math by grade	Science & engineering	Arts & humanities	Test prep
Early math	Kindergarten	Physics	US history	SAT
Arithmetic	1st	AP® Physics 1	AP® US History	LSAT
Pre-algebra	2nd	AP® Physics 2	World history	MCAT
Algebra 1	3rd	Cosmology & astronomy	AP® World History	GMAT
Geometry	4th	Chemistry	AP® US Government & Politics	IIT JEE
Algebra 2	5th	AP® Chemistry	Art history	NCLEX-RN
Trigonometry	6th	Organic chemistry	AP® Art History	
Precalculus	7th	Biology	Grammar	College, careers, & more
Statistics & probability	8th	High school biology		College admissions
AP® Calculus AB	Eureka Math/EngageNY	AP® Biology	<b>Economics &amp; finance</b>	Careers
AP® Calculus BC	High school	Health & medicine	AP® Macroeconomics	Personal finance
AP® Statistics		Electrical engineering	Macroeconomics	Entrepreneurship
Multivariable calculus			Microeconomics	
Differential equations		<b>Computing</b>	AP® Microeconomics	
Linear algebra		Computer programming	Finance & capital markets	
		Computer science		
		Hour of Code		
		Computer animation		

## ➤ *Target Audience*

- Students and parents

## ➤ *How to Access*

- Online (<https://www.khanacademy.org/signup?isparent=1>)

## ➤ *Created by*

- Khan Academy

## Khan Academy (Parents)

### ➤ *Description of Website*

- This resource has a sign-up opportunity through Google, Facebook, or email. Once the user has signed up as a Parent/Guardian, the user is guided through a “Getting Started” checklist that includes connecting with a child to track progress, looking at tips for student success on KA, and the opportunity for the user to learn something themselves. The website also provides more parent resources in the top right corner in addition to getting started with the checklist.

### ➤ *Parents/Guardians Utilizing This Source*

- Parents and guardians should take full advantage of this free resource. It is not only a good way to keep track of a student’s progress towards achieving academic goals, but parents/guardians are also able to use this resource as learning tool themselves. Parents and guardians should look under the “Parent Resources” tab in the upper righthand corner on the main dashboard to get more information on Khan Academy accounts, helping their student, privacy/security, etc. Parents and guardians should also look into the **“College, Careers, and More”** subject (*shown below*) when thinking about what they can potentially learn themselves.

## College, careers, and more



### College admissions

0 of 130 complete

Navigate college admissions like a pro with Khan Academy's evolving resource! Inside, find advice that is relevant for all college applicants in addition to portions tailored for high potential students who are worried about whether they can afford higher education.

Getting started

Making high school count

Exploring college options

Applying to college

Paying for college

Wrapping up

Life after college



### Careers

0 of 208 complete

Are you wondering how to land your dream job or negotiate your salary? Finding answers to questions like these can be hard, but we're here to help. We ask real people in real jobs how they make it all work in our new video series about careers.

Navigate your career

Serve your community

Support health and wellness

Work in tech

Advertise and sell

Start a business or go freelance

Educate

Explore hospitality

Design, create, perform

Conduct research

Build and fix things

Manage people and processes

Analyze and advise

Travel and explore

## Khan Academy (Parents)

### ➤ *Source Evaluation*

- Khan Academy is a valuable resource for parents/guardians who want to have more hands-on involvement with their students' academic progress. It's an easy way to see what students are working on in order for parents and guardians to most effectively support them, and it provides an incredible amount of information regarding both college and careers.

### ➤ *Recommendations for Counselor Use*

- Counselors should identify what sections and subjects parents/guardians may benefit from learning about, while also encouraging students themselves to take advantage of this as a resource. Counselors should use this to educate students, families, and even teachers/administrators on what the expectations are for moving into the college/career world in this day and age.











### ➤ *Advertising in Schools*

- Schools should incorporate this resource as much as possible. Since it works in conjunction with the SAT (#17), schools should link KA with all information given to students and their families about the SAT. Schools should also send this out as a resource in email listservs, advertise KA in ALL informational presentations, and discuss personalized plans with any interested students and parents/guardians.

**Parents and mentors**

**Helping your child**

Learn

-  You can learn anything
-  See your student's experience
-  **Encouraging your child**
-  Encourage students to monitor their own progress
-  Ways to support learners when you don't know the content
-  Start tutoring with Khan Academy
-  Stories from parents using KA to tutor
-  How does Khan Academy personalize my child's learning experience?
-  Growth mindset lesson plan
-  Motivating different types of learners

## 22. *First in the Family*

<http://www.firstinthefamily.org/highschool/Introduction.html>

Make college part of your plan. **Beat the odds.** Stay motivated. Start early. **WORK SMART.** Work hard.

Build relationships. **Spread your wings.** Challenge yourself. **Believe in yourself.**

### ➤ *Intended Purpose*

- The main goal of this resource is to provide students and their families with the motivation to work hard and make going to college part of the family's conversation. First in the Family provides a wealth of checklists, first-hand accounts, and resources for students who hope to be **first-generation college goers**.

### ➤ *Target Audience*

- Students, parents/guardians, and educators

### ➤ *How to Access*

- Online (<http://www.firstinthefamily.org/highschool/Introduction.html>)

### ➤ *Created by*

- What Kids Can Do, Inc.

### ➤ *Description of Website*

- This website is designed for the user to progress through different categories of college-going advice written by student "experts" with categories along the bottom that lead to testimonials about beating the odds, starting early, building relationships, etc. There are testimonial videos, planning checklists for grades 9-12, useful links and books for students and parents/guardians to look into, as well as downloads specifically for high school educators, advisors, and parents/guardians.

## First in the Family

### ➤ *Parents/Guardians Utilizing This Source*

- Parents and guardians should pay close attention to the resources provided under the “Downloads for Advisors/Parents” section in the upper righthand corner. Parents/guardians should also look through the entire site in order to understand the type of mindset that might encourage their student to pursue college and support their student as much as possible. Parents and guardians should familiarize themselves with the “Useful Links” and “Checklist” pages listed along the top of the website, as well.

### ➤ *Source Evaluation*

- First in the Family is an unparalleled resource for first-generation college students, english language learner (ELL) families, and students who may be interested in looking into more inclusive literature and advice on attending college. There are useful links and resource guides that are provided in both English and Spanish, in many cases, and the layout is simple and effective for any user’s technological comfort level.

### ➤ *Recommendations for Counselor Use*

- Counselors should look through the “Downloads for Advisors and Parents” section to read the literature on how to properly advocate for first-generation college-going students. Counselors should also familiarize themselves with all resources provided and be able to provide these resources to interested parents/guardians.

### ➤ *Advertising in Schools*

- Schools could put out the literature provided as resources from this source. Schools may also wish to work with students individually to discuss their college plans, or schools may wish to have small groups about making college a reality. Schools could otherwise include this on the school website and in as many presentations to parents as possible, especially presentations for ELL families.

*Career Resources*  
*Local Level*  
*Arlington County, Virginia*





## 23. *Arlington HR Dept. Tips*

<https://careers.arlingtonva.us/>

### ➤ *Intended Purpose*

- The Arlington Human Resources Department provides users with information about what careers are available in Arlington County, VA. It also provides job seekers with more information about benefits, policies, and provides users with helpful hints on how to impress potential employers. It also lists contact phone numbers and emails with further information.

### ➤ *Target Audience*

- Students and parents/guardians

### ➤ *How to Access*

- Online (<https://careers.arlingtonva.us/>)

### ➤ *Created by*

- Arlington County Government

### ➤ *Description of Website*

- This website has a simple layout. It lists different job opportunities in Arlington Co. and provides more information along the top regarding work life, benefits, and looking ahead to retirement. This website lists job tips (on next page) under the staff contact information.

### ➤ *Parents/Guardians Utilizing This Source*

- Parents and guardians should become familiar with this site and have their students look at various jobs they are interested in on the local level, such as volunteering/interning in various departments. Parents/guardians should also utilize the HR Department tips provided on the next page to start working with their students on mastering their job application.

### ➤ *Source Evaluation*

- This source may be helpful for students that are interested in staying local and seeing what job opportunities Arlington County has to offer, although there isn't much supplemental information provided.

## Arlington HR Dept. Tips



HUMAN RESOURCES  
DEPARTMENT

### COMPLETING THE JOB APPLICATION



Pay close attention to the instructions on the job announcement.



Fill out the application completely. Be sure to complete all fields and respond to all questions in the supplemental questionnaire. If a question does not apply use "n/a" to indicate that it is not applicable. Unless indicated, **DO NOT LEAVE ANY SPACES BLANK.**



Give positive reasons for leaving past jobs and answer in such a way that you are describing moving towards a certain career, rather than away from a problem or issue.



Present a positive, honest picture of yourself on the application – provide only the information that is needed to sell your qualifications and avoid any negative information.



HUMAN RESOURCES  
DEPARTMENT

### TAILOR YOUR APPLICATION TO THE JOB



It is important to show how your experience matches the specific job duties, minimum and desirable qualifications. It is also important to share your accomplishments!



Fill out more than one application if you are interested in more than one job.



Use the Arlington County job announcement as a guide to completing your NEOGOV application successfully.



Be sure that descriptions of your job duties in previous positions reflects the kind of experience that directly relates to the job duties indicated in the job announcement and in the minimum and desirable qualifications of the job.

## Arlington HR Dept. Tips

The graphic features the Arlington Virginia logo on the left and the title 'FILLING OUT SUPPLEMENTAL QUESTIONNAIRES' in a blue banner on the right. Below the banner are four blue arrow-shaped boxes, each containing a tip. The tips are: 1. Answer ALL of the supplemental questions to receive full credit for your work experience – if a question does not apply, list N/A. 2. Think carefully about everything you have done in the past and list any work experience to include paid or volunteer experiences that have provided relevant experience. 3. Do not use jargon, abbreviations, or acronyms that are not industry standards. Be sure to describe your duties and responsibilities clearly. 4. If a question has multiple parts (A, B, and C), answer each part separately and completely.

**ARLINGTON VIRGINIA**

HUMAN RESOURCES DEPARTMENT

**FILLING OUT SUPPLEMENTAL QUESTIONNAIRES**

Answer ALL of the supplemental questions to receive full credit for your work experience – if a question does not apply, list N/A.

Think carefully about everything you have done in the past and list any work experience to include paid or volunteer experiences that have provided relevant experience.

Do not use jargon, abbreviations, or acronyms that are not industry standards. Be sure to describe your duties and responsibilities clearly.

If a question has multiple parts (A, B, and C), answer each part separately and completely.

➤ ***Recommendations for Counselor Use***

- Counselors should offer this to students that are interested in pursuing a career in the community. Counselors should also use the tips as a way to help students boost their job applications, potentially in either the classroom, small groups focused on careers, or even in individual student sessions. Local counselors should be comfortable with this resource.

➤ ***Advertising in Schools***

- This should be advertised in schools by bringing in career specialists to speak to the students directly, whether it's in career classroom lessons or even during a career fair at the high school level. More resources should be provided in the school counseling office, and there should be ample information from this website on the counseling department's website. This should be a broadly publicized resource due to its practical utility.

## 24. APS Career Center (HS)

<https://careercenter.apsva.us/>

### ➤ *Intended Purpose*

- The Arlington Career Center is a high school program of the Arlington school system that delivers services to over 1,000 students daily. This program offers alternative opportunities for students who may be more interested in receiving certificates in a specific career, or students who are interested in other alternative full-time programs. The ACC also offers a dual enrollment program with Northern Virginia Community College (NoVA) for students still in high school to receive college credits.

### ➤ *Target Audience*

- Students and parents/guardians

### ➤ *How to Access*

- Online (<https://careercenter.apsva.us/>)

### ➤ *Created by*

- Arlington Public Schools

### ➤ *Description of Website*

- This website is relatively complex because it has so many resources to showcase. It lays out the different programs offered at ACC along the top and goes on to provide staff contacts, information about activities and specific certificates offered through ACC, and quick links to stay up-to-date with Arlington Public Schools.

### ➤ *Parents/Guardians Utilizing This Source*

- Parents and guardians can learn more about the ACC by looking under the “About Us” tab along the top. Parents/guardians should also read more about the different programs the ACC has to offer (Dual Enrollment option, Academic Academy, HILT Institute, PEP, Parenting Teens Program, additional enrichment programs, etc.). Parents and guardians should use this resource to gather more information and work with their student to decide what path may be best, information which can then be brought in for a discussion with a career specialist or the student’s school counselor.

## APS Career Center

CAREER CENTER CLASS	CREDENTIAL	ISSUING ORGANIZATION
Architectural Drawing (28435) Engineering Drawing (28436)	AutoCAD	Certiport
Auto Body Repair II (28678)	Collision Repair and Refinishing	NOCTI
Automotive Technology II (28507) Automotive Technology III (28508)	Automotive Technician Examinations (several available)	Nat'l Institute for Automotive Service Excellence
Aviation Technology (28731)	Private Pilot Written Exam	Federal Aviation Administration
Carpentry II (28520)	Carpentry	NOCTI
Carpentry II (28520) Electricity II (28535)	EPA Technician Certification (Levels I, II and III)	Environmental Protection Agency
Computer Graphics for the Web (28416)	Adobe Photoshop Certified User Exam	Certiport
Cosmetology II (28529)	Cosmetology	NOCTI
Cosmetology II (28529)	Cosmetology Licensure Exam	Board of Barbers and Cosmetology
Culinary Arts and Sciences II (28523)	Culinary Arts Cook, Level II	NOCTI
Digital Photography I (28608)	Photography Proficiency Assessment	Skills USA
Early Childhood Education II (28236)	Early Childhood Care and Education	NOCTI
Electricity II (28535)	Copper-Based Cabling Certification Fiber Optic Network Cabling Certif.	RBT Systems, Inc.
Emergency Medical Technician (28334)	Emergency Medical Technician Exam	U.S. Dept. of Health, Office of Emergency Medical Services
Engineering (26672)	Project Lead the Way End-of-Course Test	PLTW
Pharmacy Technician (28305)	Pharmacy Technician Certification Board Exam	PTCB
Television and Multimedia Production II (28690)	Television Broadcasting	NOCTI

### ➤ *Source Evaluation*

- This source may be beneficial for parents/guardians and students who are looking for alternative schooling. The resource is useful for anyone looking to move into a specific career and in being certified.

### ➤ *Recommendations for Counselor Use*

- Counselors should offer this to students that are interested in pursuing a specific certificate offered at ACC. Counselors should introduce this as a resource to any student who may benefit from an alternative school setting, and counselors should always emphasize the importance of continuing schooling to further one's career down the road.

### ➤ *Advertising in Schools*

- This should be advertised in schools by bringing in the principal to speak to students directly, especially any career fairs or in any small groups that are focused on career exploration. More resources should be provided in the school counseling office and on the counseling department's website, along with school counselor contact information for further questions.

## 25. *APS Career, Technical, and Adult Education*

<https://www.apsva.us/ctae/>



➤ *Intended Purpose*

- The APS program for career, technical, and adult education “prepares youth and adults for a wide range of high-wage, high-skill, high-demand careers by providing students with college- and career- ready employable, job specific technical skills. The philosophy of Career, Technical, and Adult Education (CTAE) is to provide lifelong learning opportunities to students of all ages residing in Arlington”.

➤ *Target Audience*

- Students and parents/guardians

➤ *How to Access*

- Online (<https://www.apsva.us/ctae/>)

➤ *Created by*

- Arlington Public Schools

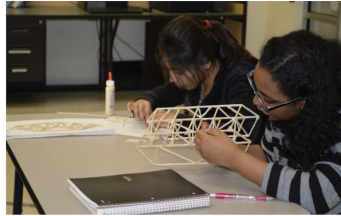


## APS Career, Technical, and Adult Education

### ➤ *Description of Website*

- The resource includes a welcome page that introduces the user to the specific goals APS has identified for the different age brackets participating in CTAE programs (middle school, high school, and adult). The website displays the different programs and services offered, as well as the events and resources provided. A list of subject areas covered by CTAE programs is provided below.

- [Business and Information Technology](#)
- [Computer Science](#)
- [Education & Training](#)
- [Family and Consumer Sciences](#)
- [Health and Medical Sciences](#)
- [Marketing](#)
- [STEM](#)
- [Technology Education/Engineering](#)
- [Trade and Industrial Programs](#)



### ➤ *Parents/Guardians Utilizing This Source*

- Parents and guardians can use this website to learn more about the different programs that are offered through CTAE. Parents/guardians can also use this resource to follow CTAE on different social media platforms for news, updates, and upcoming events.

### ➤ *Source Evaluation*

- Overall, this is an extremely valuable resource for students who have particular interests in specific subject areas. It's a well laid-out website, and there are ample resources provided with clearly defined goals.

### ➤ *Recommendations for Counselor Use*

- Counselors should offer this to students that are interested in taking supplemental courses in the available subject areas. Counselors should introduce this to any student who may have more concrete, hands-on interests, and counselors should freely advertise CTAE so more students and parents/guardians are able to take advantage of the classes.

### ➤ *Advertising in Schools*

- This program could be advertised at Back to School night in a special career presentation with student testimonials for each of the subject areas. Schools could also advertise this program by bringing in a few teachers to speak to students in a large group setting, or even a classroom setting. There should also be additional brochures provided in the counseling department's office.



## 26. *My Career Playbook*

<http://www.mycareerplaybook.com/>

### ➤ *Intended Purpose*

- My Career Playbook, a resource provided on the APS website, is an “engaging easy to use web-based resource that provides [students] with great information on hundreds of careers and helps [students] make thoughtful, well researched career decisions”. It is intended to help students decide on a career path that they can then share with parents, teachers, and counselors.

### ➤ *Target Audience*

- Students and educators

### ➤ *How to Access*

- Online (<http://www.mycareerplaybook.com/>)

### ➤ *Created by*

- My Career Playbook

### ➤ *Description of Website*

- It is important to note that this resource is specifically for students, but career plans that students create can be shared with parents and administrators. Students are able to create an individual account with a provided school code, watch instructional videos to best use My Career Playbook, and start researching/planning careers. Students are able to save their plans and distribute their plans to parents and counselors. The website is also advertised as a resource that is constantly updated with new career information and helpful planning tips and tools.



## My Career Playbook

### ➤ *Parents/Guardians Utilizing This Source*

- Although this is not a resource specifically for parents and guardians, this website can still be helpful for parents/guardians to keep track of their students' identified career plans. Parents and guardians may also use this website as a launching point for conversations regarding the students' career interests and related skills.

### ➤ *Source Evaluation*

- Overall, this is an essential resource for students to begin mapping out their desired careers. It's a helpful way for students to involve parents/guardians and teachers in their career search, since students are able to share their ideas. Students also have the option to use different tools to further their career searches.

### ➤ *Recommendations for Counselor Use*

- Counselors should use this with students in classrooms. Since it's an APS-approved resource, counselors should encourage students to sign up and share their career paths with the counselor and parents/guardians. It could be beneficial for counselors to keep track of students who may be struggling to identify career paths, in case there may be a need for individualized meetings with said students.



sample  
career search



Inspirational  
blogs



helpful  
tips & tools

### ➤ *Advertising in Schools*

- This online program could be advertised as an essential resource before the start of any career fair. Schools should encourage students to sign up and save preferred career paths, and schools should market this website to any students or families that are interested in learning more about different subject areas and related careers.

*Career Resources*  
*State Level*  
*Virginia*



## 27. Virginia Career View

<http://www.vacareerview.org/>

### ➤ *Intended Purpose*

- Virginia Career VIEW (which stands for Vital Information for Education and Work) is a helpful place for parents/guardians and students to begin exploring careers and the world of work. Although this resource is intended for students starting in kindergarten and up through 8th grade, this is still a valuable resource for parents/guardians to begin to understand different careers and their paths.

### ➤ *Target Audience*

- Parents/guardians and students (K-8th grade)



### ➤ *How to Access*

- Online (<http://www.vacareerview.org/>)

### ➤ *Created by*

- Virginia Career VIEW (owned and operated by Virginia Tech's School of Education)

### ➤ *Description of Website*

- It is important to note that this resource is specifically for younger students. However, the information is still helpful for older students and parents/guardians looking for more information about careers. This website is laid out by user (K-5, Grade 6-8, Parents, Professionals [Educators]). Under each tab are games and quizzes for younger students and additional resources/information for parents/guardians and educators. There is also the option to learn more about career clusters under "Explore Career Clusters" on the right-hand side of the webpage.

## Virginia Career VIEW

### ➤ *Parents/Guardians Utilizing This Source*

- Although this resource is intended for younger students, high school parents and guardians should still consider browsing through the different guides, brochures, and activities provided in order to get a better understanding of the different careers available to students. Parents and guardians are highly encouraged to use this source with younger students to highlight the importance of discovering one's desired career path early in order to prepare for the proper education and qualifications necessary to succeed in the field.

### ➤ *Source Evaluation*

- This website is another essential resource for younger students to begin mapping out their desired careers. It's a helpful way for students to start to decide what career path they may be interested in taking, and this website starts the conversation with students and their parents/guardians since there is so much useful information provided. It is critical for students to have the opportunity to search through various interests and skills to identify what goals they would like to work towards.

### ➤ *Recommendations for Counselor Use*

- Elementary and middle school counselors should consider using this website with students in during classroom lessons. Since Virginia Career VIEW is another APS-approved resource, counselors should incorporate this website into their lesson plans in order to demonstrate the career possibilities that a students has to look forward to in their future. High school counselors should include this in career-focused small group lessons as a reminder to students to hopefully build on what they have previously learned. Counselors may also use this in individual sessions to clarify what education and preparation is necessary for a student's desired career.

### ➤ *Advertising in Schools*

- This website would be a valuable addition to every counseling department's career resources page. Schools should use the "Professionals" page on the website to print workbooks and activities to advertise the resource, and schools should print out parent/guardian brochures and further information to be placed in the counseling department office. Schools should also advertise this resource at parent/guardian career information nights, as well as any career fair.

## 28. Virginia's Career & Technical Education Resource Center

<http://www.cteresource.org/about/index.html>

### ➤ *Intended Purpose*

- Virginia's Career and Technical Education (CTE) Resource Center is intended to provide Virginia educators with resources for career development, career-related products, and complementary services. However, this resource may also be used by parents and guardians in order to get a better understanding of the career content that is being taught to their students. This website is intended to provide a complete set of tools for CTE planning that parents/guardians should be aware of in order to continue the student's education at home.

### ➤ *Target Audience*

- Educators, students, and parents/guardians

### ➤ *How to Access*

- Online (<http://www.cteresource.org/about/index.html>)

### ➤ *Created by*

- Virginia Department of Education (run by Henrico County Public Schools)

### ➤ *Description of Website*

- It is important to remind parents and guardians that this resource is specifically for administrators, counselors, and educators. However, this website may still play a vital role in the parent/guardian's own career exploration. There are several links along the top that are mostly for educators that include Verso (provides educational resources for career curricula and student workbooks), APG (the CTE Administrative Planning Guide), and Services, which discusses educator in-services, curriculum development, and research. CPG, the Career Planning Guide, is a place where students and parents/guardians can browse specific career clusters and careers by specific academic interests.

## Virginia's Career & Technical Education Resource Center

### ➤ *Parents/Guardians Utilizing This Source*

- Parents and guardians should consider using this resource to better understand the career content that is being taught to their students. Parents/guardians can browse the recommended various curricula components in order to connect what the student is learning to what is being discussed in the home. In addition to using this resource, parents and guardians should also communicate with the student's career and technical education teachers to build strong, collaborative relationships.

### ➤ *Source Evaluation*

- This website is somewhat difficult to navigate, as the links at the top fail to provide full names or descriptions of each of the resources provided. Although this seems like an essential resource for any career and technical educator, there are a few updates that could be made to better streamline the website, such as creating more comprehensive titles and providing more accessible links on the left side of the screen when attempting to navigate between career clusters or planning guides.

### ➤ *Recommendations for Counselor Use*

- Middle and high school counselors should especially considering using the CTE Administrative Planning Guide (APG) to better understand student enrollment in CTE courses. Counselors should become familiar with the career jargon listed under this section. Counselors and educators should also learn more about available in-services, information about the different career clusters, and curriculum-related publications.

### ➤ *Advertising in Schools*

- This website could be a valuable addition to every resource teacher's career classroom curriculum, as well as every school counselor's career classroom lessons for both middle and high school. Schools should incorporate this resource into every career in-service, and every resource teacher should have access to this website in order to better tailor their classroom delivery. Schools should advertise this resource on the main website under parent links with a note that it may provide more information specific to career clusters.



# *Career Resources*

## *Federal Level*



## 29. O\*Net Online

<https://www.onetonline.org/>

### ➤ *Intended Purpose*

- “O\*NET OnLine is an application that was created for the general public to have broad access to the O\*NET database of occupational information. O\*NET OnLine offers a variety of search options and occupational data, while “My Next Move” is a streamlined application for students and job seekers. The O\*NET database includes information on skills, abilities, knowledges, work activities, and interests associated with occupations. This information can be used to facilitate career exploration, vocational counseling, and a variety of human resources functions, such as developing job orders and position descriptions and aligning training with current workplace needs.”

The screenshot shows the O\*NET OnLine website interface. At the top left is the O\*NET logo. To its right is the text 'O\*NET OnLine'. Further right is an 'Occupation Quick Search' bar with a magnifying glass icon and a right-pointing arrow. Below these are navigation links: 'Help', 'Find Occupations', 'Advanced Search', 'Crosswalks', 'Share', and 'O\*NET Sites'. The main content area features a large banner with a construction crane image. The banner text says 'Build your future with O\*NET OnLine.' and includes a 'Welcome' message: 'Welcome to your tool for career exploration and job analysis! O\*NET OnLine has detailed descriptions of the world of work for use by job seekers, workforce development and HR professionals, students, researchers, and more!' with a 'What is O\*NET?' button. To the right of the banner is a 'What's New?' section with the text 'New BLS wage information in O\*NET websites' and a 'Learn More' button. Below that is a 'I want to be a...' section with the text 'Start the career you've dreamed about, or find one you never imagined.' and a 'Find It Now' button, followed by the text 'at My Next Move'.

### ➤ *Target Audience*

- Students and parents/guardians

### ➤ *How to Access*

- Online (<https://www.onetonline.org/>)

### ➤ *Created by*

- U.S. Department of Labor

## O\*Net Online

### ➤ *Description of Website*

- By clicking on the “Help” link in the top left corner under the O\*Net logo, the user has a Table of Contents filled with links to take them to their desired location on the website. The user can view different occupations under the “Find Occupations” and “Advanced Search” tabs. Under “Find Occupations”, the user is able to browse by career cluster, job growth expectations, STEM, and different industries/job families. The “Advanced Search” allows the user to do a skill search to identify strengths, as well as a more general search by abilities, interests, knowledge, and various work tasks/activities. Once the user has selected an occupation, the website displays a general overview of the job that includes typical tasks, desired technology skills, skills/abilities, education/credentials, work styles and values, and typical wages. The website also provides additional resources at the bottom of each occupation.

### Summary Report for: 29-1141.00 - Registered Nurses

Updated 2018  
Bright Outlook

Assess patient health problems and needs, develop and implement nursing care plans, and maintain medical records. Administer nursing care to ill, injured, convalescent, or disabled patients. May advise patients on health maintenance and disease prevention or provide case management. Licensing or registration required.

**Sample of reported job titles:** Charge Nurse, Director of Nursing (DON), Emergency Department RN (Emergency Department Registered Nurse), Oncology RN (Oncology Registered Nurse), Operating Room Registered Nurse (OR RN), Public Health Nurse (PHN), Registered Nurse (RN), School Nurse, Staff Nurse, Staff RN (Staff Registered Nurse)

Also see: [Acute Care Nurses](#), [Advanced Practice Psychiatric Nurses](#), [Critical Care Nurses](#), [Clinical Nurse Specialists](#)

View report: **Summary** | [Details](#) | [Custom](#)

[Tasks](#) | [Technology Skills](#) | [Tools Used](#) | [Knowledge](#) | [Skills](#) | [Abilities](#) | [Work Activities](#) | [Detailed Work Activities](#) | [Work Context](#) | [Job Zone](#) | [Education](#) | [Credentials](#) | [Interests](#) | [Work Styles](#) | [Work Values](#) | [Related Occupations](#) | [Wages & Employment](#) | [Job Openings](#) | [Additional Information](#)

#### Tasks

5 of 28 displayed

- ⊕ Maintain accurate, detailed reports and records.
- ⊕ Administer medications to patients and monitor patients for reactions or side effects.
- ⊕ Record patients' medical information and vital signs.
- ⊕ Monitor, record, and report symptoms or changes in patients' conditions.
- ⊕ Consult and coordinate with healthcare team members to assess, plan, implement, or evaluate patient care plans.

[back to top](#)

#### Technology Skills

5 of 13 displayed [Show 146 tools used](#)

- ⊕ **Categorization or classification software** — Diagnostic and procedural coding software
- ⊕ **Data base user interface and query software** — Data entry software 🔥; FileMaker Pro 🔥; Microsoft Access 🔥
- ⊕ **Electronic mail software** — IBM Notes 🔥; Microsoft Outlook 🔥
- ⊕ **Medical software** — Epic Systems 🔥; Healthcare common procedure coding system HCPCS 🔥; MEDITECH software 🔥; PointClickCare
- ⊕ **Spreadsheet software** — Microsoft Excel 🔥

🔥 Hot Technology — a technology requirement frequently included in employer job postings.

## O\*Net Online

### ➤ *Parents/Guardians Utilizing This Source*

- Parents and guardians should use this source to familiarize themselves with the different career options available. Parents and guardians should encourage their students to share their desired professions with them and have a conversation about how realistic their choices are and how they can plan to achieve their dreams.

### ➤ *Source Evaluation*

- O\*Net is a crucial website for students and parents/guardians to become more informed regarding the different occupations available. It provides a realistic view of each occupation, especially because the website takes into account occupation growth and provides links to the median wages in each field. It's valuable information for students to comprehend every facet of a potential career choice or field.

### ➤ *Recommendations for Counselor Use*

- Middle and high school counselors are able to use this resource to provide students with information about what occupations and fields may best suit their interests, skills, and knowledge. Counselors should also educate parents and guardians on how to use the website in an effort to help parents/guardians communicate with students about career paths.

### ➤ *Advertising in Schools*

- This website should be advertised to students and parents/guardians. Since O\*Net can be easily shared in the upper righthand corner of the webpage, schools can advertise this as a potential resource on all social media pages. Schools can send out emails about this resource in a listserv, and schools should also put this resource on the counseling department website so parents and guardians have access to it outside of career fairs and career information nights.

# 30. Occupational Outlook Handbook

<https://www.bls.gov/ooh/>

## ➤ *Intended Purpose*

- The Occupational Outlook Handbook (OOH) is a guide that aims to assist users in “find[ing] career information on duties, education and training, pay, and outlook[s] for hundreds of occupations”. The OOH specifically covers the different jobs that workers do, the work environment, required education/training/other qualifications, wages, the job’s current outlook, information on state and area data, similar occupations, and sources of additional information for hundreds of occupational profiles which cover “about 4 out of 5 jobs in the economy”.

## ➤ *Target Audience*

- Students and parents/guardians

The screenshot displays the Occupational Outlook Handbook website. At the top, there are navigation links: OOH HOME, OCCUPATION FINDER, OOH FAQ, OOH GLOSSARY, A-Z INDEX, OOH SITE MAP, and EN ESPAÑOL. Below these is the title 'OCCUPATIONAL OUTLOOK HANDBOOK' and a search bar with a 'Go' button. The main content area includes a 'Home' section with a brief description of the handbook's purpose. There are three main sections: 'OCCUPATION GROUPS' with a list of categories like Architecture and Engineering, Arts and Design, etc.; 'SELECT OCCUPATIONS BY' with filters for 2017 Median Pay, Entry-Level Education, On-the-job Training, Number of New Jobs (Projected), and Growth Rate (Projected); and 'FEATURED OCCUPATION' which highlights 'Instructional Coordinators' with a photo of people in a meeting and a description of their role.

## ➤ *How to Access*

- Online (<https://www.bls.gov/ooh/>)

## ➤ *Created by*

- U.S. Bureau of Labor Statistics

## Occupational Outlook Handbook

### ➤ *Description of Website*

- Similar to the O\*Net resource (#29), the OOH provides users with the opportunity to search by career cluster, or group, on the left hand side of the website's home page. Users may also use the links listed above the Occupational Outlook Handbook title, which include the Occupation Finder (which searches by education level, projected number of new jobs, on-the-job training, median pay, and growth rate), Frequently Asked Questions about the OOH, a glossary for OOH terms, a site map, and even a Spanish version of the resource.

### ➤ *Parents/Guardians Utilizing This Source*

- Parents and guardians should again use this resource in order to better understand different career options. Similar to O\*Net, parents and guardians should encourage their students to share the professions they are interested in to start the conversation about how realistic their choices are and how they plan to achieve their dreams.

### ➤ *Source Evaluation*

- The OOH provides beneficial information for students and parents/guardians that may help to narrow down potential career choices. This source provides ample information, and it is impressive that it is accessible for all and includes a Spanish version.

### ➤ *Recommendations for Counselor Use*

- School counselors should use this resource to provide students with more information about which occupations and fields may best suit their interests, skills, and knowledge. Counselors should use this resource to educate students on what training is necessary for different fields to encourage continuing education. Counselors can also educate parents and guardians on how to use this website and encourage them to communicate with students about career paths.

### ➤ *Advertising in Schools*

- This website should be advertised to both students and parents/guardians. Schools can advertise this as a potential resource on all social media pages so parents and guardians have access to it. Schools should teach this in classroom lessons, small group lessons, and have it as a resource during all career fairs and career information nights.

# 31. YouthRules!

<https://www.youthrules.gov/>

➤ ***Intended Purpose***

- YouthRules! is an initiative that seeks to educate youth, their parents/guardians, potential employers, and educators in order to increase awareness of the various federal and state laws concerning young workers. This resource was created to give young workers a better understanding of their right to a safe and rewarding work experience.

➤ ***Target Audience***

- Students, parents/guardians, employers, and educators

➤ ***How to Access***

- Online (<https://www.youthrules.gov/>)

➤ ***Created by***

- U.S. Department of Labor

➤ ***Description of Website***

- The website is designed to educate both students and adults on youth wage and labor laws. Broken down across the top of the website are links for knowing a youth's rights by age, finding support resources and agencies, teen stories about work, the various laws regarding youth labor, and other resources and news updates. Quick facts along the right side brings the user to frequently asked questions and contact information, while the small "For Employers, Parents, & Educators" link in the upper right-hand corner provides supplemental information for adults hoping to help students better understand their rights under the law. Users may also download an app sponsored by the DoL for the Wage and Hour Division (WHD) that oversees labor law-related services.





## YouthRules!

### ➤ *Parents/Guardians Utilizing This Source*

- Parents and guardians can use this resource to better understand the working conditions that their students should expect at their place of work. It's important for parents/guardians to know the child labor laws to ensure that the work their student is doing is safe and does not jeopardize their health, overall well-being, or any possible educational opportunities. Parents/guardians should also use the “Employers, Parents, & Educators Toolkit” found under the “Employers, Parents, & Educators” link to learn more about specific job factsheets, the youth hiring process, and other useful resources and public service announcements made by YouthRules!.



### ➤ *Source Evaluation*

- Although there could be a more obvious dedication to adult learning specifically for parents/guardians on this website, this resource still provides a wealth of information for students to be aware of when looking for part-time paid work. It provides information that is easy to understand and is suitable reading material for high school-aged students and adults.

### ➤ *Recommendations for Counselor Use*

- School counselors should use this resource to provide students with more information about how to find a suitable part-time job, and what child labor laws are in place on both the federal and state levels. Counselors should use this resource to educate students on what jobs are typically available for students by printing out the job factsheets to distribute.

### ➤ *Advertising in Schools*

- This website should be advertised to both students and parents/guardians. Schools can advertise this as a resource for parents and guardians to be aware of during all career fairs and information nights. This should be built into presentations to students, as well, schools should advertise this site in classroom lessons and small group lessons.

## 32. AmeriCorps

<https://www.nationalservice.gov/programs/amicorps>



### ➤ *Intended Purpose*

- AmeriCorps, which is one of the programs governed by the Corporation for National and Community Service, is “a network of national service programs, made up of three primary programs that each take a different approach to improving lives and fostering civic engagement”.
- AmeriCorps members (selected through an interview process) address community needs wherever they are assigned; some projects include working with younger students to increase academic achievement, mentoring youth, sustaining national parks, preparing for natural disasters, fighting poverty, etc.
- AmeriCorps is a “Corps” because it seeks to serve the United States and is similar to the internationally-known Peace Corps.
- **Students MUST BE OVER 18 to apply to join AmeriCorps VISTA.**
- A few examples of how AmeriCorps members may be asked to serve a community, taken from <https://www.nationalservice.gov/programs/amicorps/what-amicorps/>:
  - “AmeriCorps members help communities recover from the damage caused by natural and other disasters.”
  - “AmeriCorps members build affordable housing units for families to increase economic opportunity for those living in poverty.”
  - “AmeriCorps members facilitate mentorship programs to connect students with community members who can help with academic performance and college preparation.”
  - “AmeriCorps members remove trash and other man-made debris from local ponds to promote environmental sustainability.”
  - “AmeriCorps members encourage community members to donate fresh produce to local schools to promote healthy futures and reduce childhood obesity.”

### ➤ *Target Audience*

- Students

### ➤ *How to Access*

- Online (<https://www.nationalservice.gov/programs/amicorps>)

### ➤ *Created by*

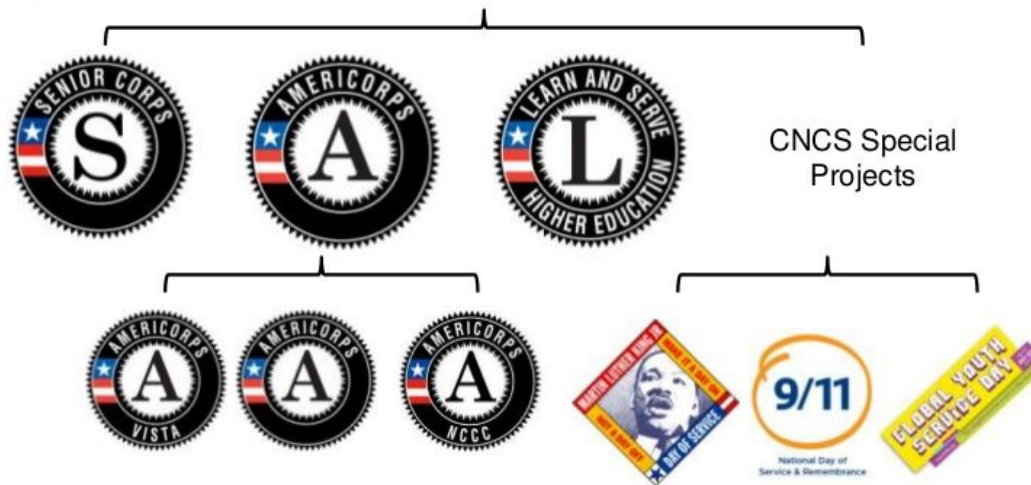
- The Corporation for National and Community Service (CNCS)

## AmeriCorps

### ➤ *Description of Website*

- The website lays out the different programs in the top left corner underneath the Corporation for National and Community Service logo. Users are then able to see the different programs, the various focus areas and special initiatives of AmeriCorps; information found below includes member resources, frequently asked questions, and different ways to serve in the AmeriCorps.

## Corporation for National and Community Service (CNCS)



### ➤ *Parents/Guardians Utilizing This Source*

- Parents and guardians can use this resource to educate themselves about the potential benefits of their student joining AmeriCorps. Parents and guardians should use the information in this resource to begin a conversation about the expectations for joining and how the parents/guardians may be able to work with students to prepare. This resource is helpful for understanding exactly what it is that AmeriCorps members do to serve their communities.

## AmeriCorps

### ➤ *Source Evaluation*

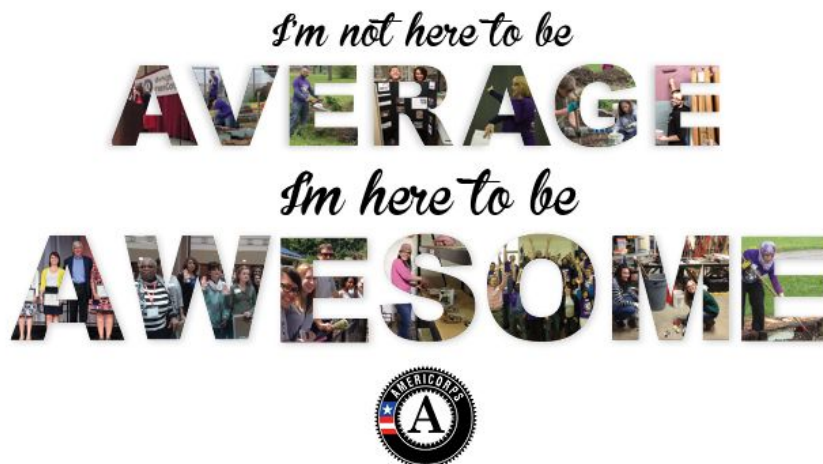
- This is a site filled with extensive information regarding the various roles one may take as an AmeriCorps member. This is a valuable resource for any student who is interested in volunteer opportunities and would like to continue their work in a service industry such as AmeriCorps. Although there is a healthy amount of information and resources, the website could potentially benefit from adding additional resources specifically for families of AmeriCorps members.

### ➤ *Recommendations for Counselor Use*

- School counselors should use this resource to better understand the specific branches of AmeriCorps in order to educate students. Counselors should be able to talk about the volunteer opportunities with studies, and they should be able to provide students with more information on finding a suitable position. Counselors may also wish to work with students on filling out the appropriate application.

### ➤ *Advertising in Schools*

- Schools can advertise this as a resource for parents and guardians to be aware of during all career fairs and information nights. Schools should also invite current AmeriCorps members to come speak in assemblies or career fairs for students to better understand the role. AmeriCorps can be advertised and discussed by specific school clubs that focus on civic responsibility and service learning.



## 33. Career One Stop

<https://www.careeronestop.org/ResourcesFor/YoungAdult/young-adult.aspx>



### ➤ *Intended Purpose*

- Although this specific resource is for young adults, Career One Stop is designed to give all users information and resources that fit their specific needs, which includes exploring careers, finding training, actively searching for jobs, and even finding aid through local job centers. Career One Stop, which is sponsored by the U.S. Department of Labor, also provides businesses and career advisors with resources for making proper hiring decisions.

### ➤ *Target Audience*

- Students, parents/guardians, and employers

### ➤ *How to Access*

- Online (<https://www.careeronestop.org/ResourcesFor/YoungAdult/young-adult.aspx>)

### ➤ *Created by*

- U.S. Department of Labor

### ➤ *Description of Website*

- Once the user has been directed to the Young Adult section of Career One Stop, they will be directed to click on the blue link that is titled “Get My Future”. This is a site for young adults to first select what they would like to do (finish high school, find work experience, write a resume, etc.) to start looking for the next step in their career/education. Young adults can use the links at the top to explore careers, learn more about various educational opportunities, and find support. Users may also take advantage of using the “User Guide” for directions on how to find a career that is appropriate, create a career plan, and begin applying for jobs.

## Career One Stop

### ➤ *Parents/Guardians Utilizing This Source*

- Parents and guardians should use this resource to learn more about specific education plans and programs that may benefit their student. Parents/guardians should use the information that this resource provides to be involved with their child's career interests, and they may even wish to work with their students to help them apply for jobs, fill out interest worksheets, and even find local job trainings for a more comprehensive job experience.

### ➤ *Source Evaluation*

- Career One Stop provides a remarkable service for young adults and parents/guardians by creating this resource. It provides crucial information for students at every step in the career search process, and it does so in a neat, comprehensive manner. It is beneficial for all of the information for young entry-level workers to be kept in one place for easy access by both the students themselves and any parent/guardian.

### ➤ *Recommendations for Counselor Use*

- School counselors should use this resource in large classroom lessons to help students better understand their own interests and how to convert their passions into their future careers. Counselors should become familiar with the different pathways that each of the cubes on the homepage takes the student down so the counselor can better explain the process that the student may be looking into in the near future. For example, the counselor should explain to any student who chose "Write a Resume" that they may need to look into how to write a cover letter as well.

### ➤ *Advertising in Schools*

- Schools should advertise this resource at all career fairs and encourage students to take the interest assessment provided before entering a career fair so they have a better sense of how their interests may be intertwined with different careers. The school should include Career One Stop in all career parent/guardian presentations, and the school can even include a simple tutorial on how to use the website in general for any parents/guardians who are either actively searching for a new job, considering changing careers, or would appreciate the information and resources provided by the website. Career One Stop can also be added to the career resources on the counseling department's site for easier access for both students and their parents/guardians.

# *Career Resources*

## *Other*





## 34. Career Finder

<https://uidaho.emsicc.com/?radius=&region=WA%2C%20ID%2C%20MT%2C%20OR%2C%20and%20HI>

### ➤ *Intended Purpose*

- Career Finder (or Career Coach) is an online program that is sponsored by the University of Idaho. Although Career Finder is designed to give users a better understanding of the different career paths and college majors that the university has to offer its students, the resource does give all users several useful tools to determine what careers may suit them best, based on their interests.

### ➤ *Target Audience*

- Students

### ➤ *How to Access*

- Online (<https://uidaho.emsicc.com/?radius=&region=WA%2C%20ID%2C%20MT%2C%20OR%2C%20and%20HI>)

### ➤ *Created by*

- University of Idaho

### ➤ *Description of Website*

- This website has an incredibly simple user interface. There are three separate links that a user can click based on need: taking the offered career assessment, browsing careers, and selecting a program based on one's desired career. Users are able to take either a 6-question or 60-question career assessment that is able to determine their interests, most dominant personality traits, and the suggested career choices for their answers. The user can see specific careers based on career clusters that are displayed under the Browse Careers link, and can see wages/education level once selecting a career. The user is also able to see which college majors and programs may be best for their desired career.



## Career Finder

### ➤ *Parents/Guardians Utilizing This Source*

- Parents and guardians may once again use this resource to learn more about specific education plans and programs that may benefit their student. Parents/guardians should use this resource as an opportunity to work with their student to better understand their dominant personality traits and how they may be best applied to a career. Parents and guardians should also anticipate having conversations with their students about continuing their education to be a candidate for their desired job.

### ➤ *Source Evaluation*

- Career Finder is a simple, yet effective, career search resource. It provides users with the tools necessary to start making more finite decisions regarding a future career. Although the Program feature is more limited because it really only focuses on programs and majors provided by the University of Idaho, it is still a beneficial resource for students and their families who are collecting information on potential careers.

### ➤ *Recommendations for Counselor Use*

- School counselors can use this as a resource for students who feel as though they lack career direction. Counselors should work with students to identify their interests and passions, and counselors should be able to speak to students about the expectations and roles of the careers that the resource recommends as a result of the interest assessment.

### ➤ *Advertising in Schools*

- Schools should advertise this resource at all career fairs and encourage students to take the interest assessment if they don't have a particular career in mind. Schools may advertise this on their website, and schools should encourage the use of this resource in all resource classes and in classroom guidance lessons. Parents and guardians should be educated on this resource during at least one parent/guardian information night.

## 35. Career Quiz

<https://www.princetonreview.com/quiz/career-quiz>

### ➤ *Intended Purpose*

- The Career Quiz subsection of The Princeton Review allows students to understand what their ideal career may be based on their interests. This resource takes into consideration the types of activities that the student is drawn to when identifying strengths that a student could bring to their future workplace. The Career Quiz is designed to show students what their strengths and recommended careers are for further research.

### ➤ *Target Audience*

- Students

### ➤ *How to Access*

- Online (<https://www.princetonreview.com/quiz/career-quiz>)

### ➤ *Created by*

- The Princeton Review

### ➤ *Description of Website*

- This resource is focused on the Career Quiz, although The Princeton Review is a remarkable source for college and career information as a whole. This quiz is only 24 questions, and once the user has chosen one of two answers for each question, the user will be provided with both an Interest and a Style color. The colors can be related back to different career choices and general likes/dislikes and are under the “Recommended Careers” tab. Users may then look at any interesting careers under the “Recommended Careers” tab to read about the daily life of people in that profession, as well as what is required to obtain the job, the history of the job, and what the the potential quality of life will be for the person once they are in the position for an extended period of time.

## Career Quiz

### ➤ *Parents/Guardians Utilizing This Source*

- Parents and guardians should use this resource to help their student establish what their strengths are and what interests may persuade them to follow a certain career. Parents/guardians may use this opportunity to work with students on their resume and help their students assess what their qualifications are and what they may need to do in terms of training.

### ➤ *Source Evaluation*

- Overall, TPR provides a very simple, useful resource in the form of this quiz. It's simple to understand, and it provides students with a more precise evaluation of how they could meaningfully spend the next few years of their lives. It's straight and to-the-point.



### ➤ *Recommendations for Counselor Use*

- School counselors can use this as a resource for students who aren't sure about their career interests. Counselors should use this resource to work with students to help identify their interests and strengths, and counselors should be able to speak to students about the expectations and roles of the careers that the resource recommends.

### ➤ *Advertising in Schools*

- Schools should advertise this resource at all career fairs and encourage students to take this quiz, even if they do have a certain career in mind. Schools should encourage this resource because it provides more thorough details and may provide students with more insight into one's chosen daily life. Schools should advertise the quiz on their website and should encourage the use of this resource in classroom guidance lessons. Parents and guardians should be educated on this resource as well.

# *Military Resources*



## 36. *Operation We Are Here*

<http://www.operationwearehere.com/Parents.html>

### ➤ *Intended Purpose*

- The purpose of Operation We Are Here, according to their website, is “to create an awareness of the challenges of the military community”, “to offer practical suggestions to churches, communities and individuals on how to support and encourage the military community”, and “to provide a comprehensive list of resources for the military community and its supporters”. The “Parents” section (provided in the link below) is intended to provide additional information that is specific to the parents/guardians of military service members.

### ➤ *Target Audience*

- Parents/guardians and family members of military service members

### ➤ *How to Access*

- Online (<http://www.operationwearehere.com/Parents.html>)

### ➤ *Created by*

- Benita Koeman, Founder of “Operation We Are Here”

### ➤ *Description of Website*

- This website offers resources and support materials for anyone who may be looking for specific materials for a student’s military deployment. The website includes a variety of resources on the right side of the page, but there are several links included throughout that include basic training resources, advice for parents, and counseling resources. The website also includes links along the top that include user testimonials and other book resources that may be beneficial for parents and guardians.

## Operation We Are Here

### ➤ *Parents/Guardians Utilizing This Source*

- Parents and guardians should use this resource to learn more about the military and what potential difficulties their students may be facing in the near future. This source should be used for informational purposes as well as social support, as parents/guardians have contact resources and ways to get connected with the community. Parents and guardians should know that this source is something they may look to for support during tough times.

### ➤ *Source Evaluation*

- This source provides an abundance of hopeful messages and crucial resources for service members and their families. However, the biggest critique of this particular website is that the layout is slightly confusing and there are links that aren't neatly marked with their purpose. Nevertheless, it is important for parents and guardians to look through all that this resource has to offer.

### ➤ *Recommendations for Counselor Use*

- School counselors should use this as a resource for parents and guardians of students who are interested in entering the military. Counselors should anticipate working with families to prepare them for their students' eventual departure for a training program, as well as to help the family identify resources and supports that they may wish to use.

### ➤ *Advertising in Schools*

- Schools should clearly advertise this website on the counseling department's website. Schools may also advertise this resource by encouraging former students to return to the school in uniform for an assembly, or the parent/guardians of former students. The school should advertise this as a resource for the parents and guardians of any JROTC (Junior Reserves Officers' Training Corps) students.



# 37. Today's Military: Supporting Your Child




<http://todaysmilitary.com/guidance/supporting-your-child>



## SUPPORTING YOUR CHILD

Training may seem like it lasts forever, but it culminates with your child's graduation. In most cases, it's a process that can last from a few weeks to more than a year. From choosing a Service branch to finding a career, here are resources to help you understand where to get started.

Considering a military career is an important discussion between you and your child. The PDF documents below can help you get informed and separate misconceptions from reality. Download these documents, print them and prepare yourself with the facts.

- ✔ [Joining the Military: What to Expect \(PDF, 53KB\)](#) 
- ✔ [Jobs in Today's Military \(PDF, 38KB\)](#) 
- ✔ [Finding the Right Job in the Military: A Step-by-Step Guide \(PDF, 32KB\)](#) 

### ➤ *Intended Purpose*

- A subsection under “Guidance” for Parents and Educators, the Supporting Your Child page is intended to provide parents and guardians with information on having a conversation about joining the military. This website aims to provide parents/guardians with a support network of people facing similar issues.

### ➤ *Target Audience*

- Parents/guardians and family members of military service members

### ➤ *How to Access*

- Online (<http://todaysmilitary.com/guidance/supporting-your-child>)

### ➤ *Created by*

- U.S. Department of Defense

## Today's Military: Supporting Your Child

### ➤ *Description of Website*

- This website offers resources and support materials for parents and guardians who are looking for materials regarding their child's deployment. The website includes "A Parent's Guide to Joining the Military", which includes information and links to important topics such as entrance requirements, enlisting, and training. The website goes on to link the user to support groups for parents/guardians by branch (ex. Navy for Moms). Other resources provided in the other tabs along the top beside the Guidance tab are: Researching/Planning to Join, Basic/Advanced Training, Careers & Pay, Benefits/Family Life, Videos/Stories.

### ➤ *Parents/Guardians Utilizing This Source*

- Parents and guardians should use this resource to learn more about the more minute details of having a child join the military. Parents and guardians should use this source for informational purposes as well as social support, as parents/guardians are provided with links to join support groups that are unique to each of the military branches.

### ➤ *Source Evaluation*

- Today's Military provides parents/guardians with helpful resources for navigating their student's enlistment in the military. It provides links to support groups, which is an invaluable benefit for parents and guardians in this demographic. It is a neat, welcoming site that provides users with important information and useful questions to ask.

### ➤ *Recommendations for Counselor Use*

- School counselors should provide parents and guardians with this website link when a student is beginning to think about enlisting. Counselors should anticipate work with the parents/guardians to prepare them to use any recommended resources and supports listed.

### ➤ *Advertising in Schools*

- Schools should clearly advertise this website on the counseling department's website, as well as advertising this as a resource for the parents and guardians of any JROTC (Junior Reserves Officers' Training Corps) student. Schools should encourage parents and guardians to use this as a foundation for beginning to learn more about military enlistment requirements, training programs, and how to discuss the student's future with their military recruiter.

## 38. *Real Warriors*

<https://www.realwarriors.net/>

### ➤ *Intended Purpose*

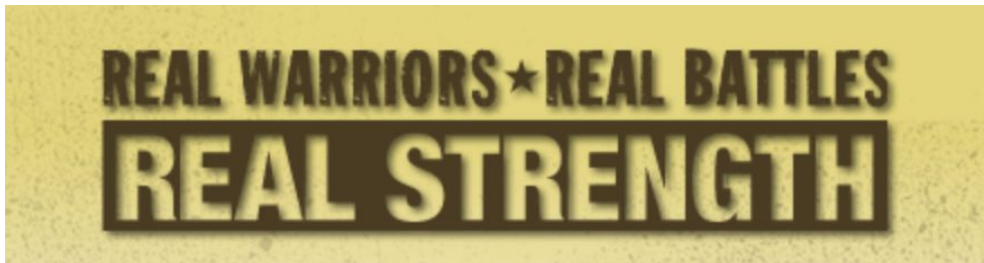
- The purpose of Real Warriors is to connect service members and their families with resources that encourage help-seeking behavior for those suffering from the invisible wounds of war. Real Warriors also provides service members with information on what to expect both physically and mentally during both active and reserve duty. The ultimate goal is for enlisted members to know how and when to reach out for assistance, and for parents/guardians to know how to best support their loved ones.

### ➤ *Target Audience*

- Parents/guardians and students

### ➤ *How to Access*

- Online (<https://www.realwarriors.net/>)



### ➤ *Created by*

- Military Health System, U.S. Department of Defense, & Defense Health Agency

### ➤ *Description of Website*

- This website offers resources and support materials for enlisted service members and their families. The website includes a variety of mental health resources on the left side of the web page, as well as resources throughout the tabs at the top that go more into detail for the user's specific need (Active Duty, National Guard & Reserve, Veterans, Families, Health Professionals). There are also videos and more resources in the upper right-hand corner, along with ways to get involved with the site.

## Real Warriors

### ➤ *Parents/Guardians Utilizing This Source*

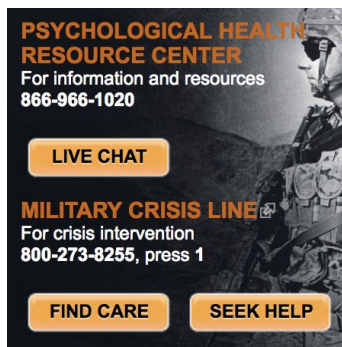
- Parents and guardians are able to use this resource to learn about deployment, how to support both their student and themselves, and how to help the family as a unit cope with enlistment. Parents and guardians should also read through the other tabs that are more specific to what role their student will play so they better understand how to support them. Parents and guardians should also keep up with Real Warriors on their social media pages, which are all advertised on their website directly.

### ➤ *Source Evaluation*

- This source provides an abundance of important mental health messages and resources for service members and their families. It is imperative that mental health stigma be reduced for members of this community, and it is clear that the services provided by this resource are doing an impeccable job informing active duty service members and veterans of available help.

### ➤ *Recommendations for Counselor Use*

- School counselors should use the mental health information and turn it into a presentation for anyone considering joining the military, as well as their families. Counselors should be able to aid students in preparing for life in the military, as well as their parents/guardians.



### ➤ *Advertising in Schools*

- Schools should clearly advertise this website on the counseling department's website, both under mental health resources and military resources. Schools may wish to bring in active duty service members or veterans to discuss the utmost importance of taking care of one's mental health. Schools should provide brochures and informational packets for families in the counseling department's office.

## 39. Parents Zone

<http://parentszone.org/>

### ➤ *Intended Purpose*

- Parents Zone is intended to provide parents and guardians of military service members with “information, support, and a shoulder to cry on”. The intent behind this resource is to allow parents and guardians to provide each other with support; in fact, their self-described ethos is “a worry shared is a worry halved”. Maintained by a bevy of volunteer parents and guardians, PZ aims to supply users with dairies/blog posts, news, advice, and resources.

### ➤ *Target Audience*

- Parents/guardians

### ➤ *How to Access*

- Online (<http://parentszone.org/>)

### ➤ *Created by*

- Parents Zone

### ➤ *Description of Website*

- This website offers resources specifically for parents and guardians. The home page allows users to read blog posts written by parent/guardian volunteers, with specific blog subjects listed on the left side of the web page. Parents and guardians can subscribe to receive email updates to all the latest blog posts, resources, and support forums. Resources by military branch are also listed along the left-hand side for easier direct access to information.



## Parents Zone

### ➤ *Parents/Guardians Utilizing This Source*

- Parents and guardians may be able to use this resource to learn about more support resources. Parents/guardians should use this resource as an opportunity to reach out and get in contact with others who are experiencing similar thoughts and emotions. Parents and guardians should also consider subscribing for future updates and more resources.

### ➤ *Source Evaluation*

- This source provides an abundance of hope for parents and guardians of military service members. However, the biggest critique of this website is that the layout is confusing and the provided links are not clearly marked as the valuable resources that they are.



### ➤ *Recommendations for Counselor Use*

- School counselors should consider using this as a resource for parents who seem particularly anxious about having their child join the armed forces. Counselors should anticipate using the provided resources to work with families to prepare for the student's ultimate departure, and counselors should also provide parents/guardians with resources in the community.

### ➤ *Advertising in Schools*

- Schools should advertise this website on the counseling department's main website. Once again, schools can also advertise this resource by encouraging parents from the community who have had children in the military to come speak to interested students. The school should particularly market this as a resource for any parents and guardians of JROTC (Junior Reserves Officers' Training Corps) students.

# 40. *Basic Training and Boot Camp Preparation*

<http://www.baseops.net/basictraining/army.html>  
<https://www.baseops.net/basictraining/usmc.html>  
<https://www.baseops.net/basictraining/airforce.html>

## ➤ *Intended Purpose*

- Known as BaseOps, this resource provides links to the respective Army, Marine Corps, and Air Force basic training resources in order to provide users with a detailed timeline of events for each branch, as well as more specific information on what to expect from each boot camp.
- BaseOps is a website that was created to provide members of the Air Force with an online military aviation community. It includes an extensive collection of resources for active military members.

## ➤ *Target Audience*

- Students and parents/guardians

## ➤ *How to Access*

- Online
  - **Army:** <http://www.baseops.net/basictraining/army.html>
  - **Marine Corps:** <https://www.baseops.net/basictraining/usmc.html>
  - **Air Force:** <https://www.baseops.net/basictraining/airforce.html>

## ➤ *Created by*

- BaseOps.net

## ➤ *Description of Website*

- The BaseOps website itself is a fairly complex resource that does not seem to be intended for the general public, but the boot camp reference pages provide users with key information on the unique features of each boot camp and branch of the military.



## Basic Training and Boot Camp Preparation

- **Army:** The Army boot camp website includes training videos, daily life of basic training privates, how to prepare for basic training, a sample training schedule, and tips for improving one's physique. It also includes links to the specific camps along the top.
- **Marine Corps:** The Marine Corps page thoroughly explains USMC basic training, a typical day in the life during boot camp, physical conditioning, learning about Heroes of the Corps, and the Marine Corps' specific combat gear.
- **Air Force:** The Air Force site outlines basic military training in the AF, flight training, an airman's weekly training schedule, and the specialized academic training required for the Air Force.

### ➤ *Parents/Guardians Utilizing This Source*

- Parents and guardians should use this resource to learn more about each of the military branches. Parents/guardians can use this resource to begin a discussion with their student regarding the necessary preparations that are unique to the training camp of their desired military branch.

### ➤ *Source Evaluation*

- This source is an information-packed asset to laypeople who are largely unfamiliar with military basic training procedures and timelines. This website is an invaluable resource for parents and guardians who wish to learn more about what they can share with their students. This is also a beneficial source for students to read through so they can have a better picture of what is to be expected of them during boot camp.

### ➤ *Recommendations for Counselor Use*

- School counselors should pass along this resource to parents and guardians of students who are interested in entering the military. Counselors should work with students, as well, to work through any anxieties or confusion they may have regarding the training process.

### ➤ *Advertising in Schools*

- Schools should clearly advertise this website on the counseling department's website. Schools should work with the school's military recruiter to more thoroughly outline the requirements for basic training for students who may be interested. Schools should also host a military information night for parents/guardians and students who are interested in learning more about what informational resources are available.

***“The future belongs to  
those who believe in the  
beauty of their  
dreams.”***

***Eleanor Roosevelt***



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