

Module Two: College, Career and Academic Planning **Syllabus**

Overview

This module, developed for practicing professional school counselors, pre-service school counselors, and college access professionals, includes four sessions that focus on engaging students in early career awareness and development; supporting students in career and postsecondary planning; using data to address equity and to guide academic and career planning; and the importance of postsecondary choices and finding the right postsecondary fit. Participants will be engaged in building knowledge and skills in each of these areas, and they will engage in constructive discussions in a learning community with their colleagues during each session.

Note: The term "college" is used throughout this course to refer to any postsecondary education or training in accordance with the [NCAN](#) definition: "*College*" ... *refers to a Pell-eligible educational institution beyond the high school level, including those that offer apprenticeship programs, certificates, and associate and/or bachelor degree programs.*

Goals

During this module, participants will learn to:

- engage students in career awareness and planning
- guide students in academic planning to align high school courses with career interests and college planning
- use data to analyze students' progress toward their career and academic goals
- use data to analyze, identify, and address postsecondary access inequities that may exist between demographic groups
- guide students to discover their "best fit" and to make appropriate postsecondary choices

Assessment and Course Requirements

This module is divided into four one-week sessions, plus an orientation, each of which includes readings, activities, and an online discussion among participants. The time for completing each session is estimated to be four to six hours.

Requirements

Participants are required to complete all assignments in this module and to participate in each of the session discussions. The [Discussion Expectations](#) describe the expectations for the discussion questions. They are also required to complete all products described above.

Assessment

Participants will complete pre/post surveys to determine growth in knowledge and skills, based on the goals of this module. Discussion participation and completion of products will be assessed using the rubrics provided for these purposes.

Session Overviews

Session One: Supporting Student Career Awareness and Development

This session explores the significance of school counselor involvement in developing students' career awareness and supporting their career development. You will explore the integral role of a comprehensive school counseling program and, more specifically, the school counseling core curriculum in this process. You will learn about existing resources and identify strategies for overcoming systemic barriers to the implementation of a career development curriculum.

You will also familiarize yourself with a career-based inventory in your state and consider how you will work with students to self-assess using that system.

This session will enable participants to:

1. Understand how/why career development is part of a comprehensive school counseling program.
2. Assess the tools, strategies, and resources your school or organization uses to support students' career awareness and development and create a plan to address areas that need improvement.
3. Utilize knowledge, skills, and resources to develop a plan for collaborating with colleagues to deliver career development interventions with students.

Session Two: Engaging Students in Career and Postsecondary Planning

This session explores the significance of school counselor and college access professional collaboration to support students in the career and postsecondary planning process. You will consider how to engage students academically by helping them to understand the relevance of current coursework to future career pathways. You will also read articles about the importance of academic and career planning, and identify strategies to increase the attention paid to career planning during discussions about middle grades and high school coursework.

This session will enable participants to:

1. understand the connections between career interests, postsecondary education, secondary academic planning
2. communicate these connections to students
3. identify specific strategies for helping students identify career interests, the postsecondary options that lead to those careers of interest, and the secondary courses that prepare them for postsecondary education
4. identify strategies to help students and parents understand how academic achievement in secondary school impacts postsecondary opportunities

Session Three: Using Data to Address Equity and to Guide Academic and Career Planning

This session will address the importance of exploring school data from multiple perspectives. First, it explores the use of data to uncover issues related to equity. It also explores the importance of using disaggregated school-level data and individual student data to work with students to develop and connect academic course planning and postsecondary plans. You will read about how to use data to support academic planning with students, then begin the process of collecting data for this purpose. You will also explore strategies for accessing important student data that may not be immediately available to you. In this week's discussion, you will share specific challenges you've identified for an underserved group in your school or community as well as steps you will take to support this group in becoming college and career ready.

This session will enable participants to:

1. identify, analyze, and interpret types of data that are useful for understanding student achievement and academic planning needs
2. analyze and interpret data to identify any equity issues in terms of access to college and career opportunities among different groups of students in your school or community
3. plan interventions for students who are not on track to be college and career ready
4. use data to assist students in academic planning and aligning course selection to career interest and planning

Session Four: Helping Students Make Postsecondary Choices

This session addresses the importance of helping students make choices for postsecondary education and finding the right fit among the college options in areas such as academics, size, cost, location, school culture/atmosphere, support services, and diversity. You will explore tools to help determine college fit, and prepare a reflection sheet for students to use in their decision-making process when choosing a college.

This session will enable participants to help students and parents/guardians:

1. explore postsecondary choices and compare those choices in terms of academics, size, cost, location, school culture or atmosphere, support services, completion rates, diversity, and match to career interests
2. understand the difference between and the pros and cons of private non-profit, private for-profit, public in-state, and public out of state
3. use relevant tools and resources for college planning
4. understand college terminology and the application process