Chapter 1

**Data File 1-1 Creating a Personal Program of Study**

**Directions:** Complete the following to create a personal program of study.

A personal program of study, together with other career planning materials, is a way to set short- and long-term educational and career goals. Gather the information required to answer the following. You can use this information to create your own personal program of study, which appears directly after the questions.

1. What is your career goal?

 <<Place Answer Here>>

2. List any courses you have taken or plan to take from which you can earn college credit, such as Advanced Placement, International Baccalaureate, or articulated courses.

 <<Place Answer Here>>

3. List any co-curricular activities in which you participated, such as Career and Technical Student Organizations.

 <<Place Answer Here>>

4. List any internships, cooperative work experiences, or apprenticeship in which you have taken part or plan to undertake.

 <<Place Answer Here>>

5. List any service learning experiences in which you have taken part or plan to undertake.

 <<Place Answer Here>>

6. List any other activities in which you were able to strengthed or demonstrate any college and career readiness skills.

 <<Place Answer Here>>

7. List any certification you may have earned or plan to earn before you graduate from high school.

 <<Place Answer Here>>

8. What postsecondary preparation does the career you have chosen to pursue require?

 <<Place Answer Here>>

9. List three postsecondary institutions that offer the type of degree or certification your career choice requires.

 <<Place Answer Here>>

10. Ask your instructor where to save your documents. This could be on the school’s network or a flash drive of your own. Name your Word document *FirstnameLastname\_Activity1-1.docx* (i.e., JohnSmith\_Activity1-1.docx).

|  |
| --- |
| Personal Program of Study |
| Career ClusterPathway | NameDateSchool or Program |
| Education Level | Year | English Language Arts | Math | Science | Social Studies | CTE | Other Courses |
| Middle | 7 |  |  |  |  |  |  |
| 8 |  |  |  |  |  |  |
| Secondary | 9 |  |  |  |  |  |  |
| 10 |  |  |  |  |  |  |
| 11 |  |  |  |  |  |  |
| 12 |  |  |  |  |  |  |
| Post-secondary | 13 |  |  |  |  |  |  |
| 14 |  |  |  |  |  |  |
| 15 |  |  |  |  |  |  |
| 16 |  |  |  |  |  |  |
| College Credit Earned | Co-curricular Activities | Work-based Experiences | Service Learning and Leadership |
|  |  |  |  |
| Certifications | Interests or Skills Inventory Test Results |
|  |  |