

What are the benefits of student Education and Career Action Plans and Process?

- ⇒ Personalized planning will help **students** reach their academic and career goals. It impacts student achievement and preparedness for successful transition into the workforce and into additional academic pursuits related to career options.
- ⇒ It provides **families** increased opportunities to be involved in their children's education. It informs decisions based upon goal setting, research, and self-awareness.
- ⇒ It promotes enrollment and increased achievement in more rigorous courses relevant to students' goals.
- ⇒ It develops a more qualified and motivated workforce to support community and state needs.

What do students say about the process?

"The ECAP has helped me immensely and I intend to follow through with my plan."

"Students can get by without this plan, but that is all they are doing; getting by."

"It is not only the ECAP that has paved the way for my career choice, but also the guidance from my counselor who has assisted me every step of the way."

Helpful Resource Link

Current information concerning the Arizona Education and Career Action Plan State Board Rule (R7-2-302.05), including suggested implementation timelines and sample templates, can be found on the Arizona Department of Education webpage: www.azed.gov/ecap/

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- www.azed.gov/ecap/
- <http://www.azed.gov/college-career-ready/>



Arizona Department of Education

Education & Career Action Plans (ECAP)

Arizona's College and Career Readiness Process



Arizona ECAPs...

Arizona Philosophy ~

We, as educators, believe that integrating an Education and Career Action Plan (ECAP) process into all facets of the school experience enables students to be lifelong learners and problem-solvers, developing and applying 21st century skills to their life experiences, as students, as workers, as consumers, and as responsible citizens. With the ability to identify skills and interests and to apply that knowledge to create their own ECAP, our students will have developed needed skills to advance in a more fluid, seamless transition, meeting 21st Century technologies and work place postsecondary requirements.

Arizona Department of Education (ADE) – 2008

ECAP

High School is a “launch pad” and not the “finish line”.

The ECAP is both a documented plan and a process that students use with support from school counselors, teachers and parents to clarify their career goals and to refine their postsecondary plans. It helps guide their decisions about the courses and activities they choose throughout high school. ECAP gives students “a voice and a choice” in personalizing education around their interests, their skills, and their aspirations, so that they can maximize the opportunities available to them after graduation.

The ECAP Process

Students, parents and school personnel work together to help guide the student in his/her choices for career and educational experiences. The process enhances a student’s understanding of the relevance of school courses and out of school learning opportunities tied to their future plans.

Research indicates that meaningful parent involvement is vital to the individualized education planning process. The ECAP process provides a way for parents to be involved and informed in their student’s education and career/workforce decisions. Parental involvement must be noted on the ECAP.

The ECAP Plan

This is the document, often called a portfolio, that allows students to enter, track and update the following information:

- ⇒ course enrollment and postsecondary plans aligned to career goals
- ⇒ documentation of the range of college and career readiness skills he/she has developed

Schools are increasingly collecting this information in an electronic portfolio format so that students and parents might access their progress at any time through a password protected web portal.

Arizona Education and Career Action Plan Attributes

An Arizona Education and Career Action Plan shall, at minimum, allow students to enter, track and update the following information:

ACADEMIC

- Plan coursework to explore interests and develop skills
- Meet all high school graduation requirements
- Review progress at least once a grading period
- Track needed interventions, advisements and supports
- Record academic achievements or awards
- Document postsecondary education goals
- Participate in fine arts programs, dual credit courses, honors placements

CAREER

- Identify career options based on interests, values, and skills
- Explore career opportunities through research and out of school opportunities
- Document a career goal and needed educational requirements
- Participate in career and technical education courses
- Understand the Arizona Workforce projections
- Participate in work experiences, internships, job shadowing

POSTSECONDARY

- Explore admissions requirements for technical schools, community colleges, universities, including any college readiness tests such as ACT, SAT
- Compare postsecondary institution offerings
- Complete and submit necessary applications
- Create a financial assistance plan
- Complete a personal résumé for college & employment

EXTRACURRICULAR

- Clubs, organizations or CTSO
- Athletics / Recreational activities
- Fine arts opportunities
- Civic and community service or volunteer activities
- Leadership opportunities
- Other activities the student might wish to note