Career Planning: Student Progress Administrative Checklist

Student Name: ___________________________  Date Enrolled: _______________________

Assessments (list name; dates taken and scores):

______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

Career Planning

☐ Self-Exploration Date completed: _______________________________________________
   o Exploring the following occupations: ___________________________________________
   o Other Notes: __________________________________________________________________

☐ Occupational Exploration Date completed: _______________________________________

☐ Educational Planning Date completed: ___________________________________________
   o Degree or Certificate program identified: _______________________________________
   o Established steps: ___________________________________________________________
   o Meeting & Planning for costs: ________________________________________________
   o Established steps: ___________________________________________________________
   o Other Notes: __________________________________________________________________

☐ Goal Setting Date completed: _________________________________________________
   o Short Term: __________________________________________________________________
   o Long Term: ___________________________________________________________________