

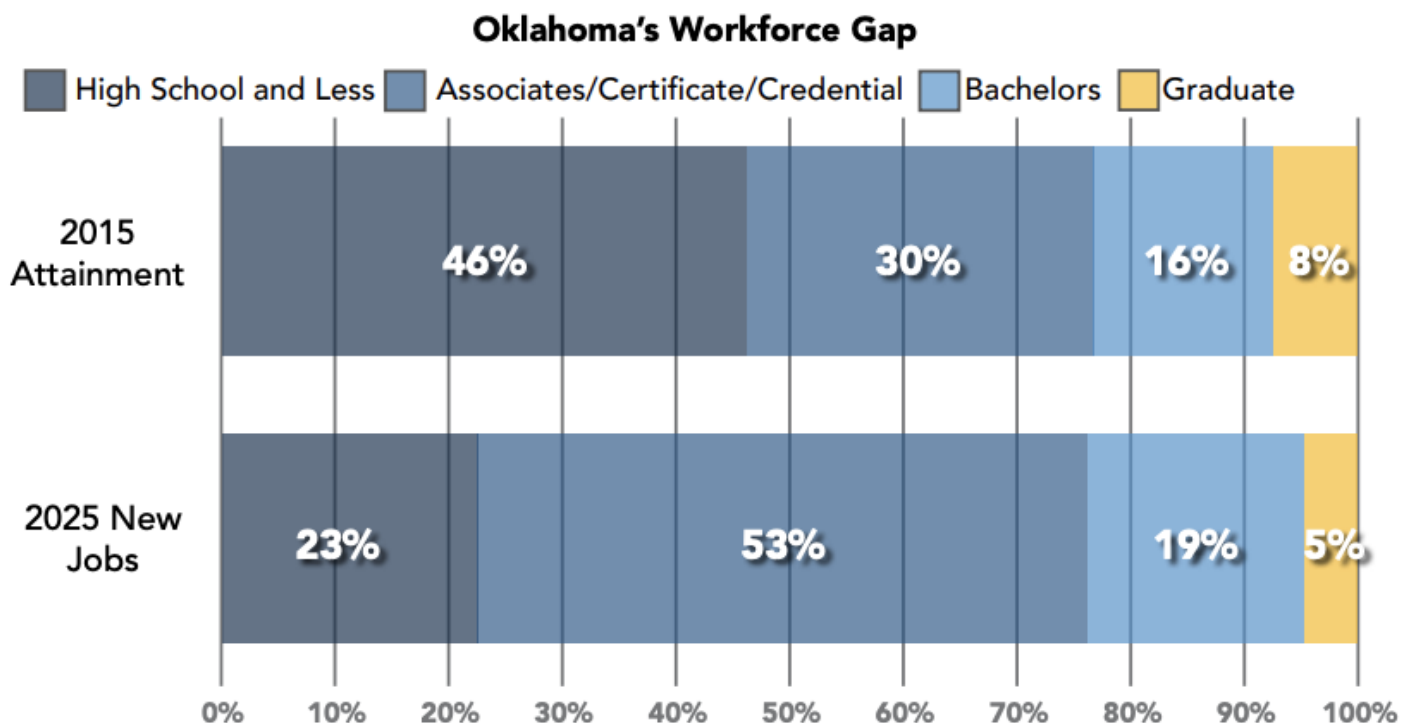


WHAT IS AN INDIVIDUAL CAREER ACADEMIC PLAN (ICAP)?

An ICAP is a multi-year process that guides students as they explore career, academic and post secondary opportunities. Family, student and educators collaborate to develop the ICAP, which equips students with the awareness, knowledge and skills to create their own meaningful exploration of college and career opportunities. The ICAP is an evolving document that reflects students' changing passions, aptitudes, interests and growth.

WHY IS AN INDIVIDUAL CAREER ACADEMIC PLAN VALUABLE?

Life beyond high school requires different competencies than in the past, and are ever-changing. By 2025, three of four Oklahoma jobs will require education or training beyond high school. When students complete an ICAP, they discover which pathways fit their unique talents and what kind of academic preparation and experiences will prepare them for in-demand careers, some of which may not even exist when they graduate from high school.



Source: OK Office of Workforce Development EMSI Q2, 2015



WHAT SHOULD BE INCLUDED IN AN ICAP?

An ICAP identifies student interests, skills, post-secondary and workforce goals and experiences that lead to a meaningful plan that charts the progress needed to prepare students for college, career and life.

It should include:

- Career and college interest surveys.
 - Written post-secondary and workforce goals and progress toward those goals.
 - Scores on assessments (required state and federal assessments and a college and career ready assessment).
 - Experiences in service learning and/or work environments including apprenticeships, internships, mentorships, job shadowing and others.
 - Intentional sequence of courses that reflects progress toward the post-secondary goal (this may include identified career pathways or career endorsements).
 - Academic progress.
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RESOURCES

Students, families, school counselors, educators and school leaders can access three free online tools to help guide students on their ICAP journey. The Oklahoma Department of Career and Technology Education offers the OK Career Guide, and the Oklahoma State Regents for Higher Education provides OK College Start. UCanGo2 is an initiative of the Oklahoma College Assistance Program, an operating division of the Oklahoma State Regents for Higher Education. It provides resources to help you plan, prepare and pay for college. The Oklahoma State Department of Education is working with these partners to include elements of these tools so students can build a meaningful Individual Career Academic Plan.



Visit these other websites to investigate the courses needed and type of education required for the intended career path



www.OKCareerGuide.org



www.UCanGo2.org



www.OKCollegeStart.org



CAREER EVALUATION

Explore example careers below. Do you see any occupations you want to know more about? If so, those are the careers you might want to research as future occupations.

Agriculture, and Natural Resources

- Agricultural Engineer
- Agricultural Scientist
- Animal Trainer
- Chef
- Conservation Scientist
- Farm Equipment Mechanic
- Fish and Game Warden
- Forester
- Veterinarian
- Zoologist

Architecture and Construction

- Architect
- Cabinetmaker
- Carpenter
- Construction Manager
- Electrician
- Civil Engineer
- General Construction Worker
- Highway Maintenance Worker
- Interior Designer
- Sheet Metal Worker
- Surveying and Mapping Technician

Arts, A/V Technology and Communications

- Actor
- Art Director
- Broadcast Technician
- Camera Operator
- Composer and Music Arranger
- Film and Video Editor
- Cartographer
- News Reporter
- Photographer
- Producer and Director
- Set and Exhibit Designer
- Technical Writer
- Graphic Designer

Business, Management, and Administration

- Accountant
- Advertising Manager
- Computer Operator
- Court Reporter
- Management Analyst
- Meeting and Convention Planner
- Payroll Clerk
- Property and Real Estate Manager
- Shipping and Receiving Clerk
- Statistician

Education, and Training

- Audio/Visual Specialist
- Coach and Sports Instructor
- College/University Administrator
- Teacher/Professor
- Librarian
- Public Health Educator
- Special Education Teacher
- Speech Pathologist

Finance

- Accounting Clerk
- Appraiser
- Credit Analyst
- Economist
- Financial Counselor
- Insurance Agent /Adjuster/Examiner
- Loan Officer
- Tax Preparer

Government, and Public Administration

- City Planning Aide
- Construction/Building Inspector
- Interpreter and Translator
- License Clerk
- Occupational Health Specialist
- Tax Examiner

Health Sciences

- Anesthesiologist
- Athletic Trainer
- Chiropractor
- Dentist
- Emergency Medical Technician
- Physical Therapist
- Occupational Therapist
- Pharmacist
- Physician
- Registered Nurse

Hospitality, and Tourism

- Chef and Dinner Cook
- Food Service Worker
- Hotel Manager
- Janitor/Housekeeper Supervisor
- Reservation and Ticket Agent
- Restaurant Manager
- Tour Guide
- Travel Agent

Human Services

- Child Care Worker
- Clergy
- Cosmetologist
- Counselor
- Funeral Director
- Professional Makeup Artist
- Financial Adviser
- Psychologist
- Residential Counselor
- Social Worker

Information Technology (IT)

- Computer Systems Manager
- Computer Engineer
- Computer Programmer
- Computer Security Specialist
- Computer Support Specialist
- Computer Systems Analyst
- Data Communications Analyst
- IT Mechanic

Law, Public Safety, Corrections, and Security

- Coroner
- Corrections Officer
- Court Clerk
- Detective and Investigator
- Firefighter
- Judge
- Lawyer
- Life Guard and Ski Patrolman
- Police Patrol Officer

Manufacturing (Mechanical/Industrial)

- Chemical Engineer
- Forklift Operator
- Gas and Oil Plant Operator
- Jeweler
- Locksmith
- Metal/Plastic Processing Worker
- Office Machine Repairer
- Power Plant Operator
- Shoe and Leather Worker
- Welder

Marketing, Sales, and Services

- Advertising Salesperson
- Buyer and Purchasing Agent
- Customer Service Representative
- Floral Designer
- Market Research Analyst
- Public Relations Specialist
- Real Estate Agent
- Sales Manager
- Telemarketer

Science, Technology, Engineering, and Mathematics

- Aerospace Engineer
- Biologist
- Chemist
- Electrical and Electronics Engineer
- Geographer
- Petroleum Engineer
- Mechanical Engineer
- Meteorologist
- Physicist
- Safety Engineer

Transportation, Distribution, and Logistics

- Air Traffic Controller
- Airplane Pilot
- Automobile Mechanic
- Flight Attendant
- Motorboat Mechanic
- School Bus Driver
- Subway and Streetcar Operator
- Traffic Technician
- Transportation Agent



DEVELOPING MY CAREER PLAN



My career goals

My skills and interests

Necessary training to meet my goals

My plan of action



PLAN OF STUDY

A plan of study is an individualized and organized outline of the courses to be taken during high school that supports students' post-secondary goals. Students select the courses based on graduation requirements, personal skills, abilities, and interests. By considering rigorous courses to help strengthen abilities and advance learning, students are able to graduate from high school on time and be well-equipped for their future.



Complete the tables with your selections for each year.

Freshman	Sophomore
English	English
Math	Math
Science	Science
Social Studies	Social Studies
Electives	Electives
Junior	Senior
English	English
Math	Math
Science	Science
Social Studies	Social Studies
Electives/Concurrent Courses*	Electives/Concurrent Courses*

*Qualified juniors and seniors may begin taking college courses online or on campus. See the Concurrent Enrollment section for more information.