

## BRIDGE ADVISEMENT AND CAREER PLANNING CHECKLIST

The following information is the BRIDGE ADVISEMENT CHECKLIST for grades 6-12.

Middle School Task	Grade Level and Task #	Career Advisement Processes	School Staff Responsible to Verify Responses	Data Element
1	6-1	6 <sup>th</sup> graders will create an electronic career profile. *If logged in through Student Longitudinal Data System Student Backpack, the account is already created for all students.	School Counselors / Advisors	
2	6-2	6 <sup>th</sup> graders complete one career interest inventory and save the results in their career profile.	School Counselors / Advisors	✓
3	7-1	7 <sup>th</sup> graders will complete at least one additional career interest inventory and save the results in their electronic career profile.	School Counselors / Advisors	✓
4	7-2	7 <sup>th</sup> graders will explore at least three (3) Career Clusters based on their career inventory results and save the results and career statements in their electronic career profile.	School Counselors / Advisors	✓
5	8-1	8 <sup>th</sup> graders will complete a career aptitude inventory.	School Counselors / Advisors	✓
6	8-2	8 <sup>th</sup> graders will use their career interest and career aptitude inventory results to complete an Individual Graduation Plan and to guide registration for 9 <sup>th</sup> grade courses.	School Counselors / Advisors	✓
7	8-3	8 <sup>th</sup> graders will receive notification of the Georgia Dual Enrollment program information by the time of their IGP development (flyers, website, e-blast, etc.).	School Counselors / Advisors	✓
High School Task	Grade Level and Task #	Career Advisement Processes	School Staff Responsible to Verify Responses	
9	9-1	9 <sup>th</sup> graders will explore at least three (3) Careers / Occupations and save the results in their electronic career profile.	School Counselors / Advisors	✓
10	9-2	9 <sup>th</sup> graders will annually review and revise, <b>if necessary</b> , their Individual Graduation Plan/Program of Study.	School Counselors / Advisors	
11	9-3	9 <sup>th</sup> graders will receive notification of the Georgia Dual Enrollment program information by February 1 each year (flyers, website, e-blast, etc.).	School Counselors / Advisors	✓
12	10-1	10 <sup>th</sup> graders will complete a career interest and aptitude inventory.	School Counselors / Advisors	✓
13	10-2	10 <sup>th</sup> graders will annually review and revise, <b>if necessary</b> , their Individual Graduation Plan/Program of Study.	School Counselors / Advisors	
14	10-3	10 <sup>th</sup> graders will receive notification of the Georgia Dual Enrollment program information by February 1 each year (flyers, website, e-blast, etc.).	School Counselors / Advisors	✓
15	11-1	11 <sup>th</sup> graders will save three possible choices of postsecondary options in their career profile.	School Counselors / Advisors	✓
16	11-2	11 <sup>th</sup> graders will annually review and revise, <b>if necessary</b> , their Individual Graduation Plan/Program of Study.	School Counselors / Advisors	
17	11-3	11 <sup>th</sup> graders will research at least one additional <b>state or local workforce development initiative</b> , such as “High Demand Careers Initiative,” “HOPE Career Grant,” “Trade 5 Skills Initiative” or any other local or state workforce needs for your county / region of Georgia.	School Counselors / Advisors	✓
18	11-4	11 <sup>th</sup> graders will receive notification of the Georgia Dual Enrollment program information by February 1 each year (flyers, website, e-blast, etc.).	School Counselors / Advisors	✓
19	12-1	12 <sup>th</sup> graders will complete “Next Step” information as saved to their electronic career portfolio: 4-year institution, 2-year institution, apprenticeship, military, technical college, special purpose (vocational) school or workforce.	School Counselors / Advisors	✓

**\*Note:** All activities except student account creation and the 9—11 IGP annual review and revise activities are data collection elements. Follow district directives regarding IGP development for high school students.