

Career Planning .... Grade 10 Suggested Checklist

* Think about your interests/abilities and choose challenging courses that connect to your education/career goals.
* If you have not already done so, contact Mrs. Hatton in Guidance to take or perhaps re-take an interest assessment. This may assist you in looking at careers suitable for.
* Research career options. Read occupational profiles available on www.alis.gov.ab.ca , specific occupational association websites or other sites your school may have a paid subscription for. See Mrs. Hatton for websites, usernames and passwords.
* Check requirements for admission to post-secondary institutions that you are considering attending. You can ask Mrs. Hatton in Guidance to help, or find them on the specific institutions web site. Make sure you are on the right track with your high school course selection and marks to work towards gaining admission.
* Attend Bow Valley’s Annual Post-Secondary/Career held in the Fall.
* Ensure that your marks and high school courses are on par with your career and education goals... but keep your doors open as you continue to explore your career options.

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* Join extracurricular and volunteer activities at school and in your community to develop responsibility, teamwork and leadership skills – these will help later with scholarships and admittance to certain programs. There are lots of one day opportunities!
* Listen for announcements or ask in your school or community about opportunities for high school students to participate in special career related programs i.e. Fire or Police Academy, Jr. Forest Ranger.
* Talk to your parents, counsellors, career practitioner, teachers and business professionals about your career goals and post-secondary options.
* Research several choices of post-secondary education options – colleges, technical institutes, and universities.
* If Apprenticeship for a Trade interests you as a post-secondary option, find out if you can start the RAP program. You could start your apprenticeship training while attending high school. Check this out!
* If possible, go on a work experience for a day or two with somebody who works in your field of interest to explore additional options.
* Plan a visit to a variety of post-secondary institutions (2- 3) that you may be interested in. Take a tour, attend an open house event or an evening informational session about a potential program of interest.
* Research financial aid opportunities – consider getting summer employment, part-time work, scholarship, bursaries, grants, etc.

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* Update your grade 9 Portfolio. Keep track of all the new academic, extra-curricular and community work you have done since last year. Did you take a first aid, or other community course? If so, make a copy of any course certificates and place them in your portfolio.

 Suggested Alberta resource for students and parents: [www.alis.gov.ab.ca](http://www.alis.gov.ab.ca)

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