

ECAP – Education and Career Action Plan

Counselors present **bi-annual ECAP** (Education and Career Action Plan) lessons to students through their English classes. ECAP has four components:

- **Academic:** Planning to meet high school graduation requirements, plan coursework to explore interests and prepare for post-secondary education goals
- **Careers:** Exploring careers through personal surveys of interests, values, and skills; and researching career opportunities (tasks, skills and knowledge, expected wages, preparation requirements, etc.) through Naviance database.
- **Post-secondary Planning:** Exploring options for college (including universities, community college, technical training programs), understanding admissions requirements (including SAT/ACT testing) and financial aid, reviewing the application process.
- **Extracurricular:** Encouraging involvement in clubs, sports, fine arts, and civic activities and keeping an activities log.

The annual **schedule** of ECAP sessions is as follows:

- Freshman Fall ~ ECAP overview, Naviance introduction, Activity Log, career exploration through Career Interest Profiler survey (Holland Interest Codes)
- Freshman Spring ~ Academic planning, four-year plan, intro college exploration
- Sophomore Fall ~ Activity Log update, career exploration through Cluster Finder survey.
- Sophomore Spring ~ Academic planning, college exploration
- Junior Fall ~ Activity Log update, career exploration, testing.
- Junior Spring ~ Academic planning/credit check, college exploration, testing.
- Senior Fall ~ College application overview including recommendations, college visits, financial aid, etc.
- Senior Spring (senior meetings) ~ college admissions next steps, final transcripts, etc.

Naviance: CFHS uses a web-based tool called Naviance to support ECAP goals and implementation. Naviance has several information tabs and each student has their own account. Naviance is an amazing tool and students are encouraged to review ECAP lessons with their parents. The primary applications of Naviance include:

- **Student Profile** ~ Student GPA and PSAT, SAT, ACT, and AP test scores are loaded into Naviance for student reference on the About Me tab. Interested students can also use Naviance journal or planner functions. Survey results (career, activity log, and other) can be accessed from the About Me tab.
- **Careers** ~ Through Naviance, students may explore careers either through entering a particular job title, a general occupational field, or completing a personal survey of likes/dislikes/skills/etc. Each career area provides an overview of the identified profession and related occupations, the related colleges majors and the colleges that offer those majors, descriptors of the knowledge and skills required and the tasks and activities for that job, as well as a state-by-state average wage chart.
- **Colleges** ~ Naviance maintains a current database of American and some international universities. Students may research colleges based on major, geographic region, size, and many other factors. Information includes admissions criteria (including average GPA and test scores), cost, size, campus demographics, etc. and links to college websites. As juniors and seniors, students will enter “colleges I’m interested in” and, ultimately, “colleges I’m applying to” in their Naviance account. Seniors will request transcripts and school reports be sent to their colleges of choice through Naviance.