**Education/ Training**
The student will demonstrate the ability to advocate for one’s needs as he/she transitions to a 2-year, 4-year, or technical school after graduation…

   ...will name ____ agencies that he/she can utilize for post-secondary services.
   ...will schedule a meeting with the Disability Coordinator of his/her chosen college or university to determine available services.
   ...will list & describe the accommodations/ modifications available to him/her at the post-secondary level.
   ...will determine specific testing or evaluation data needed at the postsecondary level in order to receive accommodations.

The student will demonstrate an understanding of the difference between high school and post-secondary education…

   ...will state the differences in accommodations received while in high school vs. in post-secondary education.
   ...will state or write their strengths and weaknesses in relation to post-secondary success.

**Employment**
The student will identify and relate personal aptitudes, abilities, and interests to careers…

   ...will describe how one’s personal aptitudes, abilities, & interests can affect work.
   ...will select at least ____ careers that relate to his/her personal aptitudes, abilities, and interests.
   ...will identify at least ____ careers that would not relate to his/her personal aptitudes, abilities, and interests.
The student will complete a series of written activities for employment...
  ...will develop a personal resume.
  ...will complete at least ___ hard-copy applications.
  ...will complete at least ___ online applications.
  ...will develop a mock letter of application and mock follow-up letter using standard English conventions.

The student will demonstrate an awareness of the necessary work habits, skills and attitudes needed for part-time employment...
  ... will identify and describe four reasons that working a part-time job while in high school is important.
  ... will demonstrate an understanding of effective work habits, including time management, teamwork, and responsibility.
  ... will evaluate employment readiness using a sample applicant.
  ... will determine the difference between soft and hard work skills and how they apply to their chosen career field.

The student will conduct a successful job search by completing a series of steps to include...
  ...will identify local employers within a determined occupation using local newspaper classifieds.
  ...will identify local employers within a determined occupation an online job search engine.
  ...will identify local employers within a determined occupation by inquiring within a business.
  ...will complete at least ___ hard-copy applications.
  ...will complete at least ___ online applications.
  ...will complete at least ___ follow-up phone call within ___ days of turning in an application for employment.
  ...will complete at least ___ follow-up at the business within ___ days of turning in an application for employment.

The student will determine realistic career goals.
  ...will produce at least ___ realistic & measurable long-term employment goals.
  ...will produce at least ___ realistic & measurable short-term employment goals.
  ...will produce a list of ___ steps to achieve short-term and long-term employment goals.
The student will complete a simulated interview exhibiting interview behaviors and preparedness needed to attain employment…
...will receive a score of _____ or better on a Simulated Interview Critique Sheet.
...will follow through with basic interview behavior including maintaining eye contact, appropriate greeting/ending of the interview, body language, and overall appearance.
...will demonstrate adequate preparation by asking at least ___ question(s) during the interview process.

**Independent Living**

The student will demonstrate an ability to maintain a budget and manage his/her earnings…
...will demonstrate an ability to monitor his/her own spending by developing a mock budget based on potential earnings.
...will understand the difference between fixed and flexible spending by listing ___ examples of each.

The student will acquire an understanding of basic check reading concepts…
...will identify and explain regular work hours, gross pay, net pay, overtime, federal tax, social security, state tax, & other pertinent deductions.
...will calculate his/her net pay after deductions are taken from gross pay.
...will state the importance of making a personal record of one’s regular and overtime hours per week.
...will state the consequences of not keeping an accurate personal record of one’s regular and overtime hours per week.

The student will demonstrate an understanding of new-hire forms and rules...
...will independently complete at least ___ sample form W4 and/or ___ sample form 1040EZ.
...will explain the importance of following employer’s policies & procedures.
...will independently complete employee benefits forms.