

1 **COLLEGE AND CAREER PLANNING**

2 Alexandria City Public Schools (ACPS) provides for the early identification and enrollment of
3 students in a program with a range of educational and academic experiences related to college and
4 career readiness in and outside the classroom, including an emphasis on experiences that will
5 support students from historically marginalized populations in preparing for a career or
6 postsecondary education.

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8 Alexandria City High School and each ACPS elementary and middle school provides for the
9 identification by all students of personal interests and abilities to support planning for
10 postsecondary opportunities and career preparation. Such support includes provision of
11 information concerning exploration of career cluster areas in elementary schools, and course
12 information and planning for college preparation programs, opportunities for educational and
13 academic experiences in and outside the classroom, including internships and work-based learning,
14 and the multiple pathways to college and career readiness in middle and high school.

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16 Beginning in the elementary school years, students explore the different occupations associated
17 with career clusters and select an area or areas of interest. Students begin the development of an
18 Academic and Career Plan Portfolio (ACPP) in elementary grades to include information about
19 interests, values such as dependability and responsibility, and skills supporting decisions about
20 their future interests and goals. The information contained in the ACPP serves as the foundation
21 for creating the Academic and Career Plan (ACP) during middle school.

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23 In middle school, students complete a career interest inventory and select a career pathway. To
24 support development of the ACP, students complete at least one course in career investigation
25 selected from the career and technical education state-approved list, or an ACPS-provided
26 alternative means of delivering the career investigation course content, provided that the
27 alternative is equivalent in content and academic rigor.

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29 The Alexandria City School Board may require additional components focused on college and
30 career readiness as it deems appropriate. Additional course requirements at the high school level
31 would be subject to approval by the Virginia Board of Education (VBOE).

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33 All schools continue development of a personal ACP during middle school with completion during
34 the student's eighth grade year. The components of the ACP include the student's program of study
35 for high school graduation and a postsecondary career pathway based on the student's academic
36 and career interests. During annual reviews in high school, a career-related learning experience is
37 chosen by the student and documented in the ACP.

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39 The ACP is developed in accordance with guidelines established by VBOE and reviewed by
40 parents/guardians and a school official or school officials designated by the principal. The ACP is
41 included in the student's record and is reviewed and updated annually.

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43 Lists, as compiled annually by the Virginia Department of Education (VDOE) and provided to the
44 School Board, of 1) the top 100 professions in Virginia by median pay and the education, training
45 and skills required for each such profession and 2) the top 10 degree programs at institutions of

46 higher education in Virginia by median pay of program graduates are provided as part of the ACP
47 process.
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49 Beginning in middle school, students are counseled on opportunities for beginning postsecondary
50 education and opportunities for obtaining industry certifications, occupational competency
51 credentials, or professional licenses in a CTE field prior to high school graduation, as described in
52 Policy LEB: *Advanced/Alternative Courses for Credit*. Such opportunities include access to at
53 least three Advanced Placement (AP) or college-level courses for degree credit pursuant to 8 VAC
54 20-131-100. Students taking advantage of such opportunities are not denied participation in school
55 activities for which they are otherwise eligible.
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57 Wherever possible, students are encouraged and afforded opportunities to take college courses
58 simultaneously for high school graduation and college degree credit (dual enrollment). Eligibility
59 and conditions are described in the ACPS Program of Studies. These conditions include but are
60 not limited to:

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- 62 a. The student must meet the required grade point average enrollment criteria;
- 63 b. Written approval of the high school principal prior to participation in dual enrollment
64 (DE) must be obtained;
- 65 c. The college must accept the student for admission to the course or courses; and
- 66 d. The course or courses must be given by the college for degree credits (no remedial
67 courses will be accepted).
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69 Information that assists high school students in making informed decisions about their futures after
70 graduating from high school and ensures that such students are aware of the costs and benefits of
71 different educational and certificate programs, as collected and compiled by the Virginia
72 Department of Education in consultation with the State Council of Higher Education for Virginia,
73 is readily available to each high school student. The information is distributed to each high school
74 student who expresses an interest in attending an institution of higher education or completing a
75 training program.
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77 **Students with Disabilities**
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79 Students with disabilities age 14 or older have, as part of their Individualized Education Program
80 (IEP), a transition plan. The transition plan contains measurable post-secondary goals based upon
81 age-appropriate transition assessments related to training, education, employment, and where
82 appropriate, independent living skills. Transition services are based on the individual child's needs,
83 taking into account the child's strengths, preferences, and interests.
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86 Adopted: December 16, 2021

87 Amended: June 1, 2023
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89 Legal Refs.: Code of Virginia, 1950, as amended, §§ 22.1-206.2, 22.1-253.13:1, 22.1-
90 253.13:3.
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92		8 VAC 20-131-140.	
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94	Cross Refs.:	IGAD	Career and Technical Education
95		IJ	Guidance and Counseling Program
96		JO	Student Records
97		LEB	Advanced/Alternative Courses for Credit