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IT'S A PLAN: 9TH GRADE CHECKLISTS

Help students and families start high school on the right foot and understand the importance of freshman year in their future plans. Knowing that ninth grade is a critical year, Oregon GEAR UP created a series of comprehensive checklists for educators, students and families that address key behaviors and action items that will help students make a plan for their future.

INSTRUCTIONS

1. **Get a team.** It's important to provide a network of support. Include administrators, teachers, parents and students to help share these messages.
2. **Make a communications plan.** Determine when and how you will share information to students and families; consider more than one method. Make sure you have students and families cell phone numbers, e-mails or mailing addresses if you plan to communicate in those ways.
3. **Download and print** the checklists and any additional resources here: oregongoestocollege.org/itsaplan/educators/downloads
 - Educators [page 2](#)
 - Students [page 3](#)
 - Families [page 4-5](#)
 - Familias (Spanish) [page 6-7](#)

For more information on creating a college-going culture in middle and high schools and additional resources, visit oregongearup.org.

FOR EDUCATORS 9TH GRADE CHECKLIST



ACHIEVE

Do well in school.

- Help students set goals for the year.
- Be vocal about your high expectations.
- Emphasize the importance of attendance.
- Offer a variety of instructional practices.
- Teach skills like note taking & making outlines.
- Provide extra academic support.
- Celebrate academic achievement.
- Encourage reading for pleasure.

Take the right classes.

- Coach students to take challenging classes.
- Encourage students to take math all 4 years.
- Offer honors or advanced classes.
- Offer foreign/world languages.

Get organized.

- Encourage the use of a planner or calendar.
- Provide strategies for keeping notes organized.
- Model good organizational habits.
- Provide quiet study spaces before, during, and after school.
- Help students create a file of key documents.

ENGAGE

Get involved.

- Offer a variety of school extracurriculars including academically-focused ones.
- Encourage community service.
- Partner with community organizations to provide afterschool and summer programs.

Spend time with good people.

- Provide peer, near-peer and adult mentoring opportunities.
- Engage families in school activities.

Make good choices.

- Teach and model good digital citizenship.
- Teach students the risks of behaviors like drinking, doing drugs and having sex.
- Set a culture of respect and kindness in your classroom and school.

EXPLORE

Explore colleges and careers.

- Help students continue to explore careers that match their interests.
- Teach students and families about different types of colleges and the importance of finding the right fit.
- Help students make a list of colleges and universities that interest them.
- Plan visits to college campuses.

Learn about paying for college.

- Explain at every opportunity that college is affordable.
- Cover the four basic types of financial aid.
- Share information about college savings accounts.



FOR STUDENTS 9TH GRADE CHECKLIST



ACHIEVE

Do well in school.

- Set goals for the year.
- Go to all of your classes.
- Discover how you learn best.
- Learn how to make outlines & do research.
- Ask for help and use online resources.
- Turn in all assignments.
- Read—it makes you smarter!

Take the right classes.

- Challenge yourself with honors or advanced classes.
- Explore ways to earn college credit while you're still in high school.
- Plan to take math all 4 years in HS.
- Take a foreign/world language if offered.

Get organized.

- Use a planner or calendar.
- Keep papers organized in a binder.
- Determine the place that you study best.
- Practice good study habits.
- Create a file of important documents.

ENGAGE

Get involved.

- Try something new; get involved in school and community activities.
- Volunteer in your community.
- Make a plan for summer.

Spend time with good people.

- Choose to hang out with friends that share positive goals and interests.
- Find a mentor – a parent, teacher, counselor, coach, other trusted adult, or older student that you can talk to.

Make good choices.

- Be safe online and on your phone.
- Avoid risky behaviors like drinking, doing drugs and having sex.
- Be kind; treat others with respect.

EXPLORE

Explore colleges and careers.

- Continue exploring different occupations that match your interests.
- Talk about your future dreams and plans with your family, friends and other adults and set goals.
- Ask others about their careers and the education/training necessary.
- Think about what is most important to you in a college.
- Make a list of different colleges that interest you.
- Visit a college campus on a field trip with your school or your family.
- Explore colleges online.

Learn about paying for college.

- You can afford college. Learn about financial aid and attend workshops with your family.
- Set up and regularly contribute to a college savings account.
- Look into matched savings accounts that provide extra money for college.
- Search and apply for scholarships.



FOR FAMILIES 9TH GRADE CHECKLIST



ACHIEVE

Do well in school.

- Help your student set goals for the year.
- Be vocal about expectations for school.
- Attendance is important; make sure your student goes to class.
- Ask questions about classes and teachers.
- Check your student's grades regularly.
- Encourage reading for pleasure.

Take the right classes.

- Talk to school staff to make sure your student is on track to graduate.
- Encourage your student to sign up for advanced classes.

Get organized.

- Help your student find a system to keep papers organized.
- Help your student find a quiet, well-lit study location.
- Establish a homework routine.
- Help your student create a file of important documents.

ENGAGE

Get involved.

- Encourage your student to try something new and participate in extracurricular activities and leadership opportunities.
- Get involved yourself—volunteer at the school, attend conferences and events, and be in touch with teachers.
- Help your student sign up for summer programs or volunteer opportunities.

Spend time with good people.

- Get to know your student's friends and their parents.
- Help your student find a trusted adult or older student who can serve as a mentor.

Make good choices.

- Help your student understand appropriate, safe behavior online and on the phone.
- Share your expectations and the risks of behaviors like drinking, doing drugs, and having sex.

EXPLORE

Explore colleges and careers.

- Talk with your student about his/her future career goals and help make a plan.
- Share your expectations about college attendance.
- Help your student think about what is most important to him/her in a college.
- Help your student make a list of colleges that interest him/her.
- Find out if the school will take any field trips to college campuses and encourage your student to attend.
- Visit a college campus with your student.

Learn about paying for college.

- You can afford college. Learn about financial aid.
- Set up and regularly contribute to a college savings account.
- Look into matched savings accounts that provide extra money for college.
- Encourage your student to search for and apply for scholarships.



ACHIEVE

CONVERSATION STARTERS

What are your goals for the school year for classes, sports, or other activities?

What are your plans to achieve these goals?

What is one cool thing you learned today at school?

What is your favorite class in school? Why?

What is the most challenging class in school? Why? Who can you ask for help?

ENGAGE

CONVERSATION STARTERS

What is one new activity that you want to try this year?

Who did you eat lunch with today?

Who is your favorite adult at the school? Why?

EXPLORE

CONVERSATION STARTERS

What job or career sounds interesting to you? What kind of education/training do you need?

What is important to you in a college? What colleges are you interested in and why?

NOTES:

LOGRA ÉXITO

Logra éxito en la escuela.

- Ayude a su estudiante a establecer metas.
- Sea vocal sobre sus expectativas académicas.
- La asistencia es importante; asegúrese de que su estudiante vaya a clase.
- Pregúntele a su estudiante sobre sus clases, maestros, tareas y otros trabajos.
- Revise los grados de su estudiante regularmente.
- Fomente la lectura por placer.

Toma clases apropiadas.

- Hable con el personal de la escuela para asegurarse que su estudiante esté en camino de graduarse.
- Anime a su estudiante a tomar las clases avanzadas.

Organízate.

- Ayude a su estudiante a encontrar un sistema para mantenerse organizado.
- Ayúdele a su estudiante a encontrar un lugar para estudiar que sea tranquilo.
- Establezca una rutina de tarea.
- Ayude a su estudiante a crear un archivo de documentos importantes.

PARTICIPA

Involúcrate.

- Anime a su estudiante a que participe en actividades extracurriculares y oportunidades de liderazgo.
- Involúcrese—haga tiempo voluntario en la secundaria, hable con los maestros, y asista a los premiaciones y actividades.
- Ayude a su estudiante a inscribirse en programas de verano o oportunidades de voluntariado.

Pasa tiempo con gente buena.

- Conozca a los amigos y padres de su estudiante.
- Ayude a su estudiante encontrar un adulto de confianza o un estudiante mayor que puede servirle como un mentor.

Toma buenas decisiones.

- Ayude a su estudiante a entender el comportamiento adecuado y seguro en las redes sociales y en el teléfono.
- Comparta sus expectativas y los riesgos de beber alcohol, hacer drogas, y tener sexo.

EXPLORA

Explora opciones universitarias.

- Hable con su estudiante sobre sus futuras metas profesionales y ayúdele a hacer un plan.
- Comparta sus expectativas sobre la asistencia del colegio.
- Ayude a su estudiante pensar en cuales son las más importante en un colegio.
- Ayude a su estudiante crear una lista de colegios y universidades que le interesen.
- Averigüe si la escuela tomara viajes a las universidades y anime a su estudiante que vaya.
- Visite un campus universitario con su estudiante.

Aprende acerca de como pagar.

- Usted puede pagar la universidad. Aprenda sobre la ayuda financier.
- Abra y contribuya regularmente a una cuenta de ahorros de colegio para su estudiante.
- Busque cuentas de ahorros que proporcionan dinero extra para la universidad.
- Anime a su estudiante a buscar becas y a aplicar a cualquiera que este disponible ahora.

— LOGRA ÉXITO —

TEMAS DE CONVERSACIÓN

- ¿Cuáles son tus metas para el año escolar para las clases, deportes u otras actividades?
- ¿Cuáles son tus planes para alcanzar estos objetivos?
- ¿Cuáles son algunas diferencias que has notado entre las clases en la escuela secundaria y las que estás tomando ahora?
- ¿Qué es una cosa que aprendiste hoy de un profesor? ¿Qué es una cosa que aprendiste de unos de tus compañero de clase?
- ¿Cuáles clases son un poco más difíciles para ti?

— PARTICIPA —

TEMAS DE CONVERSACIÓN

- ¿Qué actividades o clubes están disponibles en la escuela?
¿Cuáles te interesan?
- ¿Quiénes de tus amigos están en tus clases favoritas? ¿Cuáles amigos son los que están en las clases que son los más difíciles para ti?
- ¿Quién es tu adulto favorito en la escuela? ¿Por qué?

— EXPLORA —

TEMAS DE CONVERSACIÓN

- ¿Qué tipo de trabajo o carrera te suena interesante? ¿Conoces a alguien que tiene este trabajo? ¿Qué preguntas deseas preguntar sobre su carrera?
- ¿Cuál es importante para ti en una universidad? ¿Cuáles son los colegios te interesan y por qué?

NOTAS: