

# Career Checklist for High School Students

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## Freshman Year (9th Grade)

- Explore career interests using online tools (e.g., O\*NET, MyNextMove)
- Join clubs or extracurriculars related to potential career paths
- Start a resume and list all activities and achievements
- Meet with your school counselor to plan your coursework

## Sophomore Year (10th Grade)

- Take career interest and personality assessments
- Research educational requirements for careers of interest
- Attend career fairs or virtual info sessions
- Continue developing your resume

## Junior Year (11th Grade)

- Shadow a professional in a career field of interest
- Take the SAT/ACT or prep for them if needed
- Identify colleges, trade schools, or other programs aligned with your goals
- Get letters of recommendation from teachers, coaches, or supervisors

## Senior Year (12th Grade)

- Apply to colleges, trade schools, or apprenticeships
- Complete FAFSA and apply for scholarships
- Finalize your resume for job or internship applications
- Practice interview skills with a mentor or counselor
- Make a decision about your post-graduation plan

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**Disclaimer:** This checklist is for general planning purposes and should not replace guidance from your school counselor or a certified career advisor.

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