Required Components for All Students	Required for IEP Development	Where to Find in I Have A Plan Iowa® Pro Center	IEP Documentation	Alternate Methods to Complete the Requirement
Create an electronic student portfolio				 Create a portfolio in I Have A Plan Iowa to attach documents. Use the IEP as the electronic portfolio
Complete a career interest assessment	Identify career interest(s)	 Click "Career Planning" Click "All About You" Look in section "Work Interest Areas (from the Career Key)" 	Page B- Interests or Works Results	Use any of assessment methods/tools in Cell 3 of lowa Transition Assessment Matrix
Complete a Career Cluster Assessment and Identify a Career Cluster of interest from one of the 16 Career Clusters	Identify at least one Career Cluster Agriculture, Food & Natural Resources Architecture & Construction Arts, Audio-Video Technology & Communications Business, Management & Administration Education & Training Finance Government & Public Administration Health Science Hospitality & Tourism Human Services Information Technology Law, Public Safety, Corrections & Security Manufacturing Marketing Science, Technology, Engineering & Mathematics Transportation, Distribution & Logistics	 Click "Career Planning" Click "Career Plans" Look in section: "FOCUS Career Cluster" 	Page B- Work Results Page B- Postsecondary Expectations for Work	 Use any of assessment methods/tools in Cell 3 of lowa Transition Assessment Matrix AND Identify a cluster area or preferred work characteristics (i.e. number of hours worked, wage level, integrated setting, with/without accommodations, with/without supplementary work supports)
Build a course plan using saved career options and school course offerings				Build a course plan using career options or preferred work characteristics and school course offerings
Receive a parent approval/signature (electronic or printed)				Parent approval required either through IEP or other means

Note: To open a student portfolio, log-in to your IHAPI Professional Center account, click "Students and Groups" and search for students by either typing in the student's last name, browsing by class, or browsing by last name.

Required Components for All Students	Required for IEP Development	Where to Find in I Have A Plan Iowa® Pro Center	IEP Documentation	Alternate Methods to Complete the Requirement
Complete the Interest Profiler assessment	Identify specific interests/ preferences and link them to possible career(s) (e.g., their interests/preferences are common with social/helper and common careers for social/helper include teaching, child care, social worker)	 Click "Career Planning" Click "All About You" Look at "Work Interest Areas" (From the Interest Profiler) To view a student's saved careers do the following Click "Career Planning" Click "Career Plans" Look at "Saved Careers" 	Page B- Results for working and possibly learning	Use any of assessment methods/tools in Cell 2 of the Iowa Transition Assessment Matrix
Complete a career assessment that links interests and school subjects (Career Finder)				Use any of assessment methods/tools in Cell 2 of the lowa Transition Assessment Matrix
Complete a skills assessment that links their skills and careers (Basic Skills Survey)	Identify basic skills/work habits needed- these are the soft skills (e.g., use of time, teamwork, taking directions, taking initiative)	 Click "Career Planning" Click "Your Skills" Look at section "Basic Skills" 	Page B- Results for working PSE for working	 Use any of assessment methods/tools in Cell 6 of lowa Transition Assessment Matrix
Review and revise your plan of study	Plan of Study includes courses and activities to refine/build skills and interests linked to career areas of choice (and possible postsecondary education)	 Click "High School Planning" Look at section titled "Your Plan of Study" 	COS would identify courses and activities needed to: Narrow multiple interests and build preferences Broaden interests for those with no preferences Broaden career choices for those whose preferences don't match career choices Build Skills	 Revise and rebuild a course plan based on interests, courses and programs at their school. Refer to Decisions for High School Preparation and Exit to Postsecondary Working for possible activities
Complete a student reflection paragraph on the portfolio and career and educational plan				Participate in IEP meeting- use PowerPoint to display interests and preferences

Note: To open a student portfolio, log-in to your IHAPI Professional Center account, click "Students and Groups" and search for students by either typing in the student's last name, browsing by class, or browsing by last name

Required Components for All Students	Required for IEP Development	Where to Find in I Have A Plan Iowa® Pro Center	IEP Documentation	Alternate Methods to Complete the Requirement
Complete a work values/beliefs survey	Identify habits, attitudes, values, beliefs as they relate to career(s) options listed in the PSE (e.g., how they spend their time, community, moral, change, money. Money is important and career choice is high paying or time for family is important but the career choice is more than 40 hours, or want to live in the area but the job exists outside the area)	 Click "Career Planning" Click "All About You" Scroll down and look at section titled "Work Values" (From the Works Value Sorter) 	Page B- Results for working and possibly learning PSE for working and learning	Use any of assessment methods/tools in Cell 9 of the lowa Transition Assessment Matrix
Compare career options side by side				Use any of assessment methods/tools in Cell 2 of lowa Transition Assessment Matrix
Research careers and programs	I			Use any of assessment methods/tools in Cell 6 of lowa Transition Assessment Matrix
Compare colleges/ programs side by side				 Revise and rebuild a course plan based on interests, courses and programs at their school Refer to Decisions for High School Preparation and Exit to Postsecondary Working for possible activities

Note: To open a student portfolio, log-in to your IHAPI Professional Center account, click "Students and Groups" and search for students by either typing in the student's last name, browsing by class, or browsing by last name

Required Components for All Students	Required for IEP Development	Where to Find in I Have A Plan Iowa®	IEP Documentation	Alternate Methods to Complete the Requirement
Review and revise your plan of study	If going for a formal degree, information needs to include current academic performance at the college level (eg., Compass or Plan). If going for an informal education, information needs to include possible options.	 Click "High School Planning" Look at section titled "Your Plan of Study" 	Page B- Postsecondary Expectations for Working and Learning Plan of Study for formal degrees should reflect college prep coursework and activities Plan of Study for informal education should include services, supports and linkages needed to access preferred options. Would expect to see work experience and skill building opportunities.	Participate in IEP meeting- use PowerPoint to display interests and preferences
Complete a student reflection paragraph on the portfolio and career and educational plan				

Required Components for All Students	Required for IEP Development	Where to Find in I Have A Plan Iowa® Pro Center	IEP Documentation	Alternate Methods to Complete the Requirement
Complete a transferrable skills inventory, checklist or assessment	Identify transferable work (and technical skills if appropriate) and link to career options listed in PSE	 Click "Career Planning" Click "Your Skills" Scroll down and look at section titled "Transferable Skills" (from the Transferable Skills Checklist) 	Page B- Work Results PSE for working is more specific than a career cluster and aligns with work skills or there are services/supports to address discrepancy	Use any of assessment methods/tools in cells 2 or 11 of the Iowa Transition Assessment Matrix
Create a resume				
Create a cover letter				
Compare schools and programs side by side				
Note any postsecondary visits (virtual or physical)				
Complete a practice college application				
Research financial aid and financial aid information				
Research scholarships and scholarship information				
Review and revise your plan of study	Identify resulting activities, supports or linkages needed to choose/apply for job/college	 Click "High School Planning" Look at section titled "Your Plan of Study" 	Course of study, Goal pages, Page F	
Complete a student reflection paragraph on the portfolio and career/educational plan				

Required Components for All Students	Required for IEP Development	Where to Find in I Have A Plan Iowa® Pro Center	IEP Documentation	Alternate Methods to Complete the Requirement
Retake Interest Profiler and compare with 9 th grade assessments				Use of assessment methods/tools in Cell 3 of the Iowa Transition Assessment Matrix
Retake career assessment (linking school subjects and careers)				Use of assessment methods/tools in Cell 3 of the lowa Transition Assessment Matrix
Review school and college choices and indicate choices				Use of assessment methods/tools in Cell 3 of the lowa Transition Assessment Matrix
Review and revise your plan of study				Use of assessment methods/tools in Cell 3 of the lowa Transition Assessment Matrix
Research job interview information and complete job interview practice				Use of assessment methods/tools in Cell 3 of the lowa Transition Assessment Matrix
Complete a student reflection paragraph on career and postsecondary decisions				Use of assessment methods/tools in Cell 3 of the Iowa Transition Assessment Matrix
	Complete Summary for Postsecondary Living, Learning and Working or Support for Accommodations Request Form at Graduation			
		i have a plan.		

Iowa College Student Aid Commission: 877-272-4456