



## Reviewing and Approving the Guideway

Planning is an important part of success. As a parent you have the opportunity to play a role in helping your child plan and prepare for the future. It is important to encourage your child to start career planning as early as possible. Students are more successful if they develop education plans beginning in middle school by exploring career and educational opportunities, high school coursework needed to achieve goals, and education and training programs to fulfill their career dreams. During school, your child should be exploring interests, identifying career goals, and connecting those goals to the education and training needed to pursue future dreams.

Iowa Code requires that all students, beginning in the 8<sup>th</sup> grade, create a course plan for high school which supports their career options and education plans. Each child must share the plan with a parent or guardian. As a parent, you will review your child's plan and approve it. This year, your child will use I Have A Plan Iowa® (IHAPI), a web-based planning tool, to explore career options and build a course plan. Each year, your child will complete the grade-specific Guideway in IHAPI. The Guideway leads the student through the steps necessary to fulfill the State of Iowa requirements and to build a solid plan for the future. To access the Guideway, direct your child to [www.IHaveAPlanIowa.gov](http://www.IHaveAPlanIowa.gov). Click **Create an Account** to get started.

## How Can You Help Your Child?

- **Review your child's plan of study.** Students should create a plan of study that is consistent with their career and education plans. Be sure that your child's plan provides preparation for college or the training program required for their chosen career.
- **Talk with your child about future goals.** Your child can set goals in I Have A Plan Iowa® by clicking on **My Portfolio** and completing the **All About Me** section. Setting goals helps identify the small steps that will turn a dream into reality.
- **Monitor your child's homework.** Check in with your child to confirm that assigned homework is completed and turned in on time. Offer to proofread or check homework assignments.
- **Talk with your child about future plans.** High school will be over before you know it! It is never too early to begin discussing plans for life after high school.

## How to Approve Your Student's Plan of Study

Your child will most likely be completing the Guideway and creating a Plan of Study in school. The following information will help you through the process to approve your child's Plan of Study. There are several ways of doing this and depending on your school and students, you will use one of the following methods.

### Option 1

Students may bring a paper copy of their plan home for you to sign. Please sign at the appropriate place on the plan and have your student return the plan to the school.

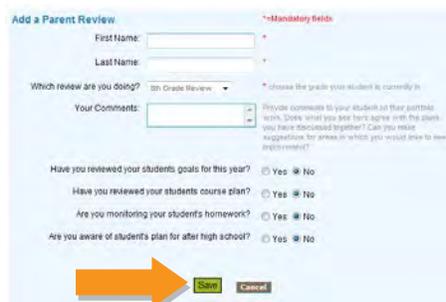
### Option 2

If your student has elected to invite you to view and approve the Plan of Study electronically, you will receive an invitation email from [support@secure.ihaveaplaniowa.gov](mailto:support@secure.ihaveaplaniowa.gov). Follow the step-by-step instructions to access I Have A Plan Iowa® and create an account.

1. Once you have created your account you will be on the **Parent of a Student** page.
2. You will see an **Access to Your Student's Portfolio** panel on the right side. Click **Connect to your student**.



3. Enter the **access code** contained in your invitation email and your **student's last name**. Click **Connect**.
4. To view your student's Plan of Study (high school course plan), click on **Review Plan of Study**.
5. Once you have reviewed your student's Plan of Study, scroll down to the **Add a Parent Review** section. Enter your first and last name and choose the review based on your student's grade level from the drop down menu. Add your comments and answer the questions about your student's Plan of Study. When finished, click **Save**.



6. A confirmation note will display with the date your review was completed.
7. If you would like to view your student's other work, use the navigation links at the top of the page.