**AGHS Career Readiness Portfolio Checklist**

**10th Grade Checklist**

**Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Advisor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Year of Graduation: \_\_\_\_\_\_\_\_**

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| --- | --- | --- | --- | --- |
| **Mandatory Activities** | **Evidence/Artifact** | **CEW Standard** | **Authorized by:** | **Date:** |
| 🞏 Job Shadowing Project (5 hrs.) | Completed Job Shadowing Documents  | 13.1, 13.2, 13.3, 13.4 |  |  |
| 🞏 Community Service (2 hrs.) | Community Service Log | 13.1 |  |  |
| 🞏 Plan Course Selection for Grade 11 | Complete Course Selection Sheet w/ Signature | 13.1 |  |  |
| 🞏 Create Resume and Cover letter in Career Readiness Course | Resume and Cover Letter | 13.2 |  |  |

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| **Elective Activities****(Must complete 3)** | **Evidence/Artifact** | **CEW Standard** | **Authorized by:** | **Date:** |
| 🞏 Meet with counselor to discuss post-secondary options | Reflection sheet | 13.1 |  |  |
| 🞏 Research College/Career options | Research materials and/or reflection sheet  | 13.1, 13.2, 13.3 |  |  |
| 🞏 Provide results of ASVAB/PSAT | Results sheet | 13.1 |  |  |
| 🞏 Attend Fayette County Career and Technical Institute (CTI) | Reflection sheet | 13.1, 13.2, 13.3, 13.4 |  |  |
| 🞏 Attend College and Career Planning Session | Reflection sheet | 13.1 |  |  |
| 🞏 Complete JROTC Course | Relevant coursework and/or reflection sheet | 13.1, 13.2, 13.3 |  |  |
| 🞏 Involvement in extracurricular activity | Sponsor/Coach documentation and/or reflection sheet | 13.1, 13.3 |  |  |
| 🞏 Evidence of a part-time job | Copy of pay stub, W-2, memo from employer | 13.1, 13.2, 13.3 |  |  |
| 🞏 Member of FBLA or TFIM | Sponsor documentation and reflection | 13.1, 13.2, 13.3, 13.4 |  |  |