



Career & Life Plan B

Graduation Transitions Plan Booklet 2017 - 2018

Your Personality Profile



In this section, you are asked to reflect upon your interests, skills and personality to develop your Graduation Transition Plan. It is important for you to be aware of your skills so that you can make informed decisions about your future.

A helpful resource:

www.careercruising.com (Use Cariboo Hill's username (**chss**) and password (**career**) to sign in, then click on "Assessments" then "Matchmaker" and start a new session)

Interests

List what you like doing in your **spare time** and explain how your interests relate to your goals. For example, you might be interested in working with plants, drawing, creating things out of your own ideas, etc. These interests indicate that a landscaping-related career would be a good fit for you.

Personality

Describe your personality (outgoing, shy, confident, reserved, etc.). You may start by saying something like this: I am outgoing because I find it easy to meet new people and I can strike up a conversation with anybody.

Transferable Skills



List the **things** you are good at that will help you achieve your goals.

SKILLS that I have acquired so far:

School Subjects:	
Other School Activities (extracurricular):	
Work done at Home (chores or responsibilities):	
Leisure time activities outside of school:	

Employability Skills

These skills are necessary for you to enter the world of work and can be used beyond the work place in a range of daily activities.



Read the **Employability Skills 2000+** chart:

<http://www.conferenceboard.ca/topics/education/learning-tools/employability-skills.aspx>

Identify the skills that you possess under each one of the **3 types of employability skills** and include the specific example (i.e. situation, story, assignment or project, etc) that prompted you to determine that you do have that skill.

Fundamental Skills: _____

Example: _____

Personal Management Skills: _____

Example: _____

Teamwork Skills: _____

Example: _____

Goal Setting

Developing a Vision



In order to set learning, career and life goals, it is important for you to develop a well-rounded image of yourself in the future.

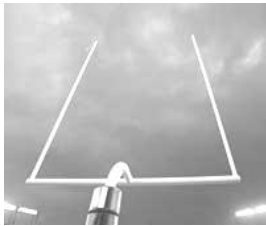
To develop this image of yourself, **visualize yourself 5 years from now** and describe a typical day in your life. Your description should include:

a) the **type of job, working hours** and the **type of employer** you would work for

b) your possessions (car, house, etc)

c) spare time activities including community involvement and leisure activities.

Writing your Goals



Now that you have described your desired lifestyle, you should be able to establish your **Learning**, **Career**, and **Life** goals. In the following table, write your short and long term goals. Start with a verb and remember to be specific.

After Graduation	Learning	Career	Life
1 years			
2 years			
5 years			
10 years			

Career Planning

To decide on a career that might interest you in the future, visit www.careercruising.com. Use Cariboo Hill's username (**chss**) and password (**career**) to sign in, then click on *Career Matchmaker* and start a new session. Fill out the following information to discover careers appropriate for you. Use the table of contents on the left-hand side to navigate through the different parts of each career. Choose 2 careers to give yourself a number of options for your future. **Print and attach your career matchmaker results.**

	Career #1	Career #2
Job Description		
Earnings		
Education/ Training		
Career Path		

Education and Training

Using the careers you chose in the previous section, complete the following section on your educational goals. Continue using the Career Cruising website (Education tab) or <http://www.educationplanner.bc.ca> to research the following information.

	Career #1: _____	Career #2: _____
Institution (University/ College/ Institute)		
Type of Program (Name of degree/diploma/ Certificate)		
Admission Requirements		
Program Duration		
Application Deadline		
Tuition/Fees/ Books		

Student Name: _____ Number: _____

Financial Planning

Complete the following financial plan for the **first year after graduation**. There is a Budget Estimator available at the CanLearn website: www.canlearn.ca, under "Online Tools." For student loan information, visit www.aved.gov.bc.ca/studentaidbc/. Please **print and attach** the completed budget from the website if you choose this option.

Projected Yearly Income for 2018 - 2019

Cash/Savings \$ _____
Employment Income \$ _____
Student Loan \$ _____
Awards/Scholarships \$ _____
Funding from Family \$ _____
Other Income \$ _____

Expected Yearly Expenses for 2018 – 2019

Tuition \$ _____
Books & Supplies \$ _____
Rent/Residence \$ _____
Utilities \$ _____
Food \$ _____
Transportation \$ _____
Clothing \$ _____
Personal Hygiene \$ _____
Medical/Dental \$ _____
Entertainment \$ _____
Internet \$ _____
Telephone \$ _____
Other Expenses \$ _____

Total Income \$ _____ **Total Expenses** \$ _____

Compare your income to your expenses and check off the one that applies to you:

- I have enough income to pay for my expenses.
- I do not have enough income to pay for my expenses. What will you do to make up for it? (i.e. get a student loan?) _____

INSTRUCTIONS FOR LOCATING THE CANLEARN CALCULATORS:

1. Go to www.Canlearn.ca
2. Click on "On-line Tools", then "Planners and Calculators"
3. If you are planning on going to Post-Secondary school, choose "Financial Planner", and begin with the "Education Cost Calculator"
4. If you are NOT going straight into Post-Secondary, begin with the "Budget Estimator."