

Postsecondary Planning Milestone Toolkit: 2022-23

<i>Make a Strong Match Postsecondary Decision Through 1:1 Support</i>	
<u>Suggested Cohort:</u>	<u>Suggested Timeframe:</u>
33+ Credits (Grade 12)	March-June of Senior Year <i>or</i> 2-3 Months Before Graduation (Decision Campaign)

ABOUT THIS MILESTONE	<p>Future planning is a core component of students' socio-emotional development and wellness, and there's no better investment in a student's development and potential than offering individualized support and step-by-step guidance to navigate the technical aspects of the postsecondary decision and transition process.</p> <p>All students should meet with a caring adult trained in culturally and linguistically responsive postsecondary advising at least <i>2-3 months in advance of graduation</i> to offer socio-emotional support to navigate this complex and important decision-making process, and provide hands-on help to complete remaining action items related to reviewing choices for affordability, accessing supports for student success and belonging, and making connections to personal and career goals.</p> <p>Students who have a <u>1:1 postsecondary planning conference with a caring adult</u> are seven times more likely to complete a FAFSA, three times more likely to enroll in a postsecondary program, and twice as likely to attend a 4 year college.</p>
Student Outcomes (I can...)	<ul style="list-style-type: none"> <input type="checkbox"/> Evaluate my postsecondary options to ensure that my decision is a match for my career interests, is affordable for my family, and will offer me support and a sense of belongingness. <input type="checkbox"/> Name 2-3 key tasks I need to complete to successfully transition to the postsecondary plan of my choice, and access support for completion of these tasks from a caring adult in my school building. <input type="checkbox"/> Identify how to connect with Citywide College and Career Bridge supports.

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Foundational Practices for Culturally Responsive and Social Emotional (CR-SE) Postsecondary Planning	Affirm and Nurture Each Student's Unique Identity and Aspirations for the Future	Ensure that Students and Families have Equitable Access to Ongoing Individualized Postsecondary Planning Support
	<p><i>Program time during the school day for delivery of postsecondary planning programming that is</i></p> <ul style="list-style-type: none"> • <i>relevant</i> • <i>culturally and linguistically responsive</i> • <i>accessible to all learners</i> • <i>designed to support each student's individual postsecondary plan</i> 	<ul style="list-style-type: none"> • <i>Train key staff members, lower adviser to student ratios, and use distributive staffing and multi-tiered system of support models</i> • <i>Provide students from diverse racial and linguistic backgrounds with leadership opportunities to train and serve as mentors who support their peers in navigating the postsecondary planning process</i>
	Use Data and Your Postsecondary Leadership Team to Drive Equity	Be a Fierce Advocate for Students and Families
	<ul style="list-style-type: none"> • <i>Closely monitor milestone data and examine advisement structures to drive equity in postsecondary outcomes for students</i> • <i>Identify trends and disproportionality early, and mobilize your team to strategically provide high-quality targeted advising in support of each student's strong match postsecondary plan</i> 	<ul style="list-style-type: none"> • <i>Identify programs that have a strong track record of graduating students with a degree or credential and that are culturally and linguistically responsive to the needs of your student population</i> • <i>Actively cultivate relationships with those institutions to build pipelines for access and opportunities</i>
	Stay Current & Deepen Your Anti-Racist Postsecondary Planning Practice	
	<ul style="list-style-type: none"> • <i>Regularly attend professional learning to stay abreast of changes to postsecondary planning</i> • <i>Further develop your understanding of the impact of race, class, and privilege in higher education and workforce landscape, and the power of <u>your role</u> -- an advocate for individual students and a change agent for racial, social and economic justice who helps dismantle systems of inequity</i> 	

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SUGGESTED ACTIVITIES & COUNSELING RESOURCES

Use the suggested activities and resources for a step-by-step approach toward integration of these practices into your school program.

BEFORE:

1-1 Postsecondary Planning Conferences

- a. Confirm with students that they've completed all steps related to the [1:1 to Finalize Postsecondary List & Support your Application](#) milestone in order to begin the decision-making process.
 - i. If the student needs to revisit the various postsecondary options in more depth, visit the "[Explore Postsecondary Options](#)" milestone in the [Postsecondary Planning Toolkit](#).
 - ii. Program time during the school day to provide continued support with key postsecondary planning tasks, including application and financial aid completion.
 1. Target more intensive, sustained 1:1 support to *Students in Temporary Housing, Multilingual Learners, Students with Disabilities and other student groups facing systemic barriers to postsecondary access and success.*
- b. Assign pre-work, such as the [Making Affordable Postsecondary Choices](#) and [Making a Strong Match College Choice Lessons](#).
- c. Determine which Financial Aid Award Letter Comparison Tool you will use in 1:1 meetings, choices include [UAspire](#) and [College Board's Cost Calculators](#).
- d. Invite families to participate in these conferences.
- e. Establish your school's process for [entry of conference dates and students' postsecondary plans into the STARS Postsecondary Tracker](#).
- f. Establish a process to collect students' contact information, including personal email address, cell number or social media handle. This will be useful in helping to connect students with [Citywide College and Career Bridge Supports](#).

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DURING: 1-1 Postsecondary Planning Conferences

STEP 1

Build Trust and Attend to Students' Social Emotional Well-being

Suggested Prompts:

- *What, if any, immediate/pressing health or well-being needs can I help you with?*
- *What are you most excited/worried about right now and next year?*
- *Are there any specific responsibilities that you have (such as work) that are an important consideration for you in your decision making process?*

STEP 2

Make sure conversations about students' plans are grounded in their sense of identity, purpose and belonging. Affirm that all students can go to college and pursue a fulfilling career regardless of immigration status.

Suggested Prompts:

- *What postsecondary pathways are you currently considering pursuing (e.g., college, military, public service, employment, career training)? Who/what has influenced this decision?*
- *How does this pathway help you reach your career interests and goals?*
- *What type of postsecondary environment would make you feel safe, welcome and supported?*

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STEP 3	
<p>If COLLEGE is the postsecondary plan, confirm that the student has....</p> <ul style="list-style-type: none"> <input type="checkbox"/> Applied and received an offer of admission from a college. <input type="checkbox"/> Received financial aid packages and reviewed them for affordability. <ul style="list-style-type: none"> <input type="checkbox"/> Completed the FAFSA Verification process (if applicable). <i>Additional Resources here.</i> <input type="checkbox"/> Enrolled in a support program (if eligible) like ASAP, SEEK, College Discovery, EOP, HEOP or transition programs like CLIP and START. Complete overview of support programs here. <ul style="list-style-type: none"> <input type="checkbox"/> Connected with offices or support networks (such as CUNY Foster Care Collaborative, CUNY Disability Services, CLIP) for ongoing, critical support at the campus or postsecondary program where they intend to enroll. <input type="checkbox"/> Connected with the NYCDOE Transition and College Access Centers. <input type="checkbox"/> Reviewed College Enrollment Guides, and submitted a commitment deposit or waiver and key paperwork including housing & health/immunization records. <input type="checkbox"/> Knows how to access their final transcript (when available). 	<p>If CAREER TRAINING (including internships, apprenticeships, and credentialing) is the postsecondary plan, confirm that the student has....</p> <ul style="list-style-type: none"> <input type="checkbox"/> Applied and received an admission offer from a reputable program, like Co-op Tech, a job training, internship, apprenticeship, or credentialing program. <i>Resources include One Degree and Many Paths, One Goal.</i> <ul style="list-style-type: none"> <input type="checkbox"/> Connect with the NYCDOE Transition and College Access Centers. <input type="checkbox"/> Received guidance on the risks of attending for-profit colleges, and has reviewed Know Before You Enroll while considering offers from trade schools. <i>Pro-tip: This lesson can serve as pre or post work.</i> <input type="checkbox"/> Completed enrollment/matriculation paperwork.
<p>If MILITARY is the postsecondary plan, confirm that the student has....</p> <ul style="list-style-type: none"> <input type="checkbox"/> Review the military pathways guide. <input type="checkbox"/> Met with a recruiter and taken/scheduled the ASVAB exam. 	<p>If PUBLIC SERVICE is the postsecondary plan, confirm that the student has....</p> <ul style="list-style-type: none"> <input type="checkbox"/> Applied to and received an offer of admission to a public service program, like Americorps and City Year

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☐ Completed enrollment/matriculation paperwork

If EMPLOYMENT is the postsecondary plan, confirm that the student has....

- ☐ Identified why they are pursuing employment immediately after high school, and their long term career goals (and the pathway to get there).
- ☐ Created/updated a [resume](#). If students need to create one, share samples of [strong student resumes](#) and connect the student with a caring adult who can provide feedback and editing support.
- ☐ Reviewed career training program options including internships, apprenticeships and credentialing (see “Career Training” information above). Pro-Tip: Review [One Degree](#) and help the student identify high quality, free and low-cost job training that match their interests.
- ☐ Awareness of [NYC Workers Rights](#) and [NYS’s minimum wage](#).

AFTER: 1-1 Postsecondary Planning Conferences

STEP 4

Identify Next Steps & Connect Students with Resources

- a. Send a follow up email to share any important resources, 2-3 next steps, and future meeting date if necessary.
- b. Support students with [enrollment next steps](#) and share [enrollment guides](#). Facilitate connection with support systems available in their postsecondary pathway of choice, and consider hosting small group transition and community-building workshops for students enrolling in the same postsecondary institutions.
- c. [Document your students’ plans and the 1:1 date of your conference using the STARS Postsecondary Tracker.](#)
- d. Share your school’s plan to celebrate students’ graduation and postsecondary decisions.
- e. Ensure you have the student’s contact information on file (including personal email, cell number and social media handle).
- f. Connect them with [Citywide College and Career Bridge](#) (stay tuned for more information).

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STEP 5

CELEBRATE YOUR STUDENTS' DECISIONS

What is Decision Day?

Decision Day is New York City's adoption of National College Decision Day, a program of former First Lady Michelle Obama's Reach Higher initiative, now part of [Better Make Room](#) at Civic Nation. College Decision Day, inspired by the NCAA's National Signing Day, aims to create a national celebration of seniors' postsecondary decisions.

What is Decision Campaign? With the Mayor and Chancellor's shared and ongoing commitment to providing our high school seniors and juniors with one-to-one counseling and support for their college and career aspirations, we have launched a Decision Campaign, which is a celebration and collective efforts on behalf of the Class of 2024 from the moment of their decision through the end of the school year.

During Decision Campaign, we will centrally amplify affirming messages to seniors letting them know how proud we are, acknowledge their hard work, and remind them that we are here to support them. This is a moment to recognize all students' postsecondary plans--whether they are pursuing higher education, enlisting in the military, completing a vocational or trade program, or immediately seeking employment.

We encourage your school community to join us in this celebration as well as engage in events specific to your student body.

Once you meet with students 1:1 and track their postsecondary plans, we encourage your school community to celebrate students' accomplishments. Staff from the College and Career Planning team will be reaching out to all schools from April-June. We are here and happy to check in to support you and your school as you work to meet with all students and track their postsecondary decisions.

In recent years, NYC schools have hosted memorable Decision Day events across the city to honor seniors. We have even more reason now to support and honor our seniors through Decision Campaign events in order to:

- Recognize all students for their postsecondary plans
- Encourage students to make a decision that is the best match and fit
- Influence younger students as they prepare for their postsecondary pathway
- Support a school's postsecondary planning culture and wrap up the school year with a celebration

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	<div> <div> <h3><u>Sample Activities and Events</u></h3> <p><i>Once you have supported your students with their postsecondary decisions and documented their plans, it is time to celebrate their accomplishments! The following are sample activities that you can adopt and tailor to fit the needs of your school community.</i></p> <ul style="list-style-type: none"> Facilitate a restorative circle for seniors grounded in wellness. See example from NY Harbor School Host a forum and invite guest speakers (e.g. alumni, admission officer, school staff) to discuss different topics on transition and matriculation steps. Compose a video with seniors declaring their commitment plans and share the video with the school community. Create a collage or a video sending seniors well wishes from your school community. Host a spirit week with staff and students. Encourage your students to share their plans with your school social media account. Ask Admission Counselors to "accept" students in a virtual space. </div> <div> <h3><u>Social Media</u></h3> <p>We want to hear from you! Celebrating students on social media is also a great way to engage your students' school community. Tell us about your activities and share pictures by using the primary hashtags #IDecided #FutureReadyNYC. You might also consider this national hashtag #HereforStudents. Ensure students have media consent forms before posting on social media.</p> </div> </div>
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<h3>ADDITIONAL RESOURCES</h3>	<ul style="list-style-type: none"> Please see the CCPT postsecondary planning lesson map for activities designed to provide 9-12th graders with developmentally appropriate postsecondary planning experiences that build awareness of and preparation for life after graduation.
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<h3>DOCUMENTING THIS MILESTONE IN STARS</h3> <p><i>A systemwide tool that helps you document the progress you're helping your students make through key postsecondary planning milestone experiences, toward graduation with a strong match plan</i></p>	<ul style="list-style-type: none"> Use these FAQs for any support you need with access and use of the STARS Postsecondary Tracker After you've supported a student in Making a Strong Match Postsecondary Decision, you can use the STARS Postsecondary Tracker to document the 1:1 college and career advising conference. Please see this How-to for guidance.
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