

CASTLE VIEW HIGH SCHOOL



Senior Checklists for Post-Secondary Planning

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***Step 1: Select a pathway in Naviance**

***Step 2: Follow the checklist for your pathway**

Senior Checklist for Workforce Pathway

Milestones toward Workforce Pathway	Suggested Completion Date
Meet with your School Counselor for your Senior Meeting to confirm interest in joining the workforce and to discuss Career Readiness opportunities	Sept - Dec
Research careers and training opportunities on Naviance and Occupational Outlook Handbook	Sept - Dec
Create/update your Resume and upload to Naviance	Aug - Oct
(If applicable) Explore opportunities and find Apprenticeships using apprenticeship.gov 's job finder tool or denverchamber.org/jobs/apprenticeships	Oct - March
Finalize your resume and review it with your Counselor, Teachers and/or parents	Spring 2025
Find and attend at least one Career Fair (<i>hint: read Ms. Gentry's Post Grad. Newsletters</i>)	Spring 2025
Apply to jobs/apprenticeships - meet with your Counselor if you need support with this	March - May
Complete an interview	April - May

Senior Checklist for Military Pathway

Milestones toward Military Pathway	Suggested Completion Date
Meet with your School Counselor for your Senior Meeting to confirm interest in the military	Sept - Dec
Research and determine branches of the military: Air Force: https://www.airforce.com/ Army: https://www.goarmy.com/ Coast Guard: https://www.uscg.mil/ Marines: https://www.marines.com/ Navy: https://www.navy.com/ National Guard: https://nationalguard.com/ Space Force: https://www.spaceforce.mil/	Sept - Oct
Get in touch with and meet the local military recruiter: Air Force (Reserves): TSgt Vincent Fammartino 720-951-1054, vincent.fammartino.1@us.af.mil Army: Austin W. Arroyo 720-839-0907, austin.w.arroyo.mil@army.mil Coast Guard: Recruiting Office in Denver/Westminster 206-815-6210, RODenver@uscg.mil Marines: Corey Banks 720-425-2495, Corey.Banks@marines.usmc.mil Navy: Lawrence Zucker 720-556-7415, Lawrence.j.zucker.mil@us.navy.mil National Guard: Austin Norcross 303-325-6757, austin.d.norcross.mil@army.mil Space Force: Contact the Air Force recruiter	Sept - Oct
Study for and take the ASVAB* Exam: https://asvabpracticetestonline.com/ <i>*this is required for military entrance and must be taken at a recruitment office (CV's ASVAB administration doesn't qualify)</i>	Sept - Dec
Retake the ASVAB if needed through your recruiter	Jan - March
Take and pass the physical examination	Spring 2025
Meet with a service enlistment counselor to discuss job speciality options	Spring 2025
Commit to a branch of the military	April - May

Senior Checklist for College Pathway

Milestones toward College Pathway	Suggested Completion Date
Use Naviance to search for, and save, any colleges you're interested in (it will show you their deadlines, admission requirements, and application requirements)	Aug - Nov
Register for College Visits at CV in Naviance and/or schedule College visits outside of CV	Aug - Dec
Schedule your Senior Meeting to plan your college pathway	Sept - Dec
Start all college applications, including Common App (if applicable), start to submit scholarship applications	Sept - Dec
Request letters of recommendations from teachers and transcripts in Naviance (if needed) <i>**If you need a Counselor Recommendation, schedule an appointment</i>	Sept - Jan
Order official CV transcripts in NavianceFAFSA: • Create your FSA ID on FAFSA's website • Parent(s)/guardian(s) also create individual FSA ID(s) • Complete FAFSA application- opens October, 1st 2024	Sept - Jan
Consider retaking SAT or ACT (if needed) or Accuplacer for community college	Sept - Jan
Send SAT scores through College Board or ACT scores through ACT (if applicable)	Oct - Jan
When ready to submit all college materials, email or see Ms. Gentry (Post Grad. Secretary)	By the college's deadline
Notify Ms. Gentry of any scholarship award letters you receive	As received
National College Decision Day- make your decision by this date (or the date that your college(s) state)	May 1st
Order official CV transcripts in Naviance or Common App	May - July
Send AP scores via College Board and/or send ACC transcript to your college via ACC (if applicable)	May - July

Senior Checklist for Vocational/Trades Pathway

Milestones toward Vocational/Trades Pathway	Suggested Completion Date
Meet with your School Counselor for your Senior Meeting to confirm interest in trade/technical school	Sept - Dec
Research careers and training opportunities on Naviance , Occupational Outlook Handbook and Indeed	Sept - Dec
Create/update your Resume and upload to Naviance	Aug - Oct
Research trade/technical schools that offer training in your area of interest	Oct - March
Familiarize yourself with the admission process, requirements and deadlines for schools you're interested in	Oct - Dec
Request letters of recommendation and/or transcripts, if needed, in Naviance	Oct - Dec
FAFSA: • Create your FSA ID on FAFSA's website • Parent(s)/guardian(s) also create individual FSA ID(s) • Complete FAFSA application- opens October, 1st 2024	Sept - Jan
Scholarships: • Apply to scholarships • Send scholarship award letters to Ms. Gentry	Throughout the year
Apply to trade/technical schools and email or see Ms. Gentry to send any materials, if needed.	Jan - March