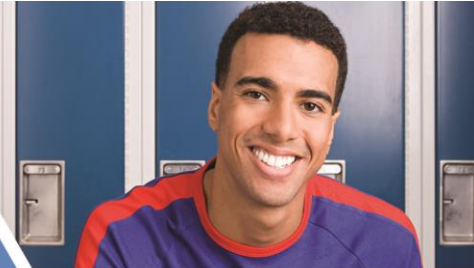


# Office of Postsecondary Readiness

## Individual Career and Academic Plan (ICAP)



**COLORADO**  
Department of Education

### OVERVIEW

A multi-year ICAP process intentionally guides students and families in the exploration of career, academic and postsecondary opportunities. With the support of adults, students develop the awareness, knowledge, attitudes and skills to create their own meaningful and powerful pathways to be career and college ready.

Life beyond high school is different than what it used to be. Three out of four jobs in Colorado will require education or training beyond high school. There are fewer jobs for high school graduates now than at any other time in Colorado history including the need for in-demand Postsecondary and Workforce Ready (PWR) skills that meet business, industry and higher education standards.

ICAP gives students ownership of a process that helps them explore their unique talents and aspirations, participate in career and postsecondary options, and create pathways to financial success after high school.

### ICAP QUALITY INDICATORS AND PROMISING PRACTICES

Students use these indicators (or tools) to explore, experience, engage in, and excel in their pathways through high school and into the world beyond. ICAP teams use them to help define and refine ICAP practices. These ICAP elements can be modified for developmental levels.

Self-Awareness  
Career Awareness  
Postsecondary Aspirations  
Postsecondary Options

Environmental Expectations  
Academic Planning  
Employability Skills  
Financial Literacy

### POSTSECONDARY AND WORKFORCE READY (PWR) SKILLS

These are the core skills needed for preparation for the Workforce or educational opportunities beyond high school. They were identified and described by hundreds of education, community and business leaders in the spring of 2016, and are an integral part of the [Colorado Talent Pipeline Report](#).

**Entrepreneurial:** Critical thinking and problem solving, creativity and innovation, inquiry and analysis, risk taking

**Personal:** Initiative and self-direction, personal responsibility and self-management, adaptability and flexibility, personal awareness, learn independently, perseverance

**Civic/Interpersonal:** Core academic foundation, collaboration and teamwork, communication, global and cultural awareness, ethics and integrity

**Professional:** Time management, career literacy, grit and resilience, work ethic; dependable and reliable, self-advocacy

### A Meaningful ICAP process

When students complete a meaningful ICAP process, they:

- Connect the relevance of education to future aspirations
- Are more motivated to attend school and stay engaged
- Become confident learners who can actively set goals
- Make secondary and postsecondary course plans to pursue career and life goals
- Are able to articulate their transferable skills and apply knowledge about how their actions today connect with their goals



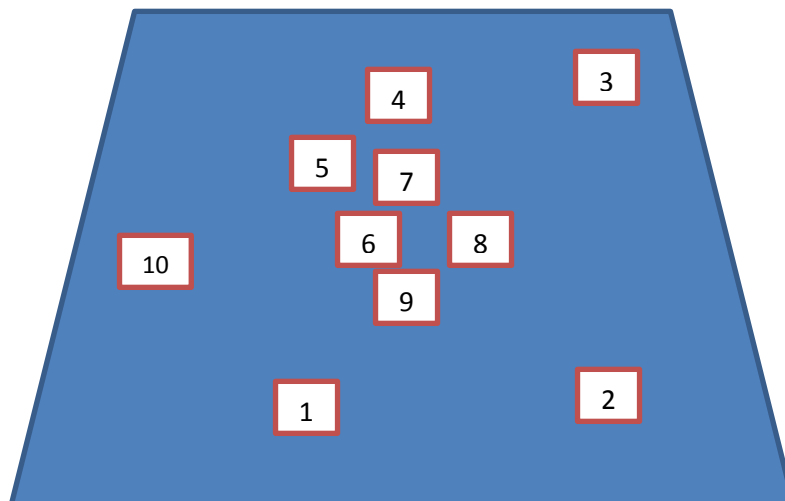
## ICAP REGIONAL TRAINING

Facilitators are available to train regional schools and districts on Postsecondary and Workforce Readiness (PWR) initiatives inclusive of ICAP, with the intention of facilitating meaningful career conversations by all staff with all students.

### ICAP Facilitators will help:

- Foster creative thinking to enhance your ICAP process
- Teach processes for all staff to facilitate meaningful career conversations with students
- Collaborate with programs across the school/district/region
- Train additional regional representatives for implementation sustainability
- Design and facilitate PWR/ICAP Trainings in your region
- Teach and Navigate the ICAP toolkit
- Message and foster buy-in, enthusiasm and relevance for secondary initiatives
- Explore, share, refine and replicate promising practices

Find the ICAP Facilitator nearest you: <https://www.cde.state.co.us/postsecondary/regionaltraining>



## Where can I learn more?

- ICAP website: [www.cde.state.co.us/postsecondary/ICAP](http://www.cde.state.co.us/postsecondary/ICAP)
- ICAP implementation Toolkit: [www.cde.state.co.us/postsecondary/ICAPtoolkitDec.2014](http://www.cde.state.co.us/postsecondary/ICAPtoolkitDec.2014)
- View all CDE fact sheets: [www.cde.state.co.us/communications/factsheetsandfags](http://www.cde.state.co.us/communications/factsheetsandfags)