

College to Career Planning Tool*

Freshman Year

Activity/Skill	Date Completed
Be able to identify my disability and its impact in a college setting	
Understand my responsibilities as a student	
Understand my responsibilities to VR	
Understand my VR Employment Plan	
Understand Disability Resource Center responsibilities and my responsibilities to the Disability Resource Center	
Understand other agency's responsibilities	
Take a variety of classes to explore interests	
Determine a balanced course load	
Identify several majors I am interested in	
Talk to advisors in several majors	
Identify strengths and weaknesses	
Identify Study strategies	
Develop advocacy skills	
Identify organizational tools	
Identify and learn needed assistive technology	
Identify accessibility needs	
Acquiring independent living skills	
Living away from home	
Socializing with friends	
Extracurricular activities	
Personal assistance	
Available transportation/use public transportation	
Budgeting	
Make an appointment with Career Services	
Explore career options available to specific majors	
Take an interest survey (if not already part of a class)	
Research and join an on campus club	
Volunteer on campus	
Start résumé and keep a list of activities, etc.	
Schedule joint meeting with the VR counselor and Disability Resource Center	
Update Employment Plan	
Evaluate driving options	
Sign a release between VR and Disability Resource Center	
Summer Plans	
Volunteer for at least one month	
Summer courses	
Summer job for at least one month	
Other needs/concerns	

*adapted from SCSU/Disability Resource Center College to Career Planning Tool

Reapply for financial aid by April	
Meet with Benefit Specialist/Community Work Incentive Coordinator	
Other	

Sophomore Year

Activity/Skill	Date Completed
Zero in on major	
Meet with academic advisor	
Identify course requirements	
Explore technology needs	
Explore internships/observations/fieldwork	
Review information from Career Center and meet with them again for information on changes in major	
Other	
Dress for Success – identify job-related needs	
Identify accessibility needs for major/career	
Continue résumé – keep list of activities, etc.	
Contact VR counselor	
Update Employment Plan	
Schedule meetings with VR counselor and include Disability Services Center – Update release	
Continue assessment of job-related skills	
Continue transportation assessment	
Complete 5 informational interviews	
Develop volunteer or summer employment for at least 2 months	
Start list of job-related issues	
Accessible location	
Accessible bathroom	
Travel on the job	
Transportation to and from job	
Job responsibilities	
Personal assistance (eating, toileting, etc.)	
Explore living on campus (if not currently on campus)	
Contact Disability Resource Center	
Contact housing office for information about availability and process	
Other	
Reapply for financial aid	

*adapted from SCSU/Disability Resource Center College to Career Planning Tool

Junior Year

Activity/Skill	Date Completed
Finalize major	
Meet with Career Center to review major and related jobs	
Do internship on or off-campus	
Become employed on-campus or off-campus	
Attend career workshops/fairs	
Attend mock/real interviews	
Role-play discussing disability related needs on a job	
Set up meetings with VR and Disability Resource Center	
Update Employment Plan and release	
Set up summer employment	
Determine assistive technology needs	
Finalize transportation needs	
Finalize accommodation needs	
If not already living on campus, finalize arrangements for senior year, including accommodations	
Identify outside agencies or services for after graduation	
Health insurance	
Personal assistance	
Social Security	
VR, DWS, etc.	
Budgeting	
Attend a financial literacy training	
Reapply for financial aid	
Review list of job-related issues and update as necessary	
Review benefits information with Benefit Specialist	

Senior Year

Activity/Skill	Date Completed
Meet with VR counselor and Disability Resource Center	
Update Employment Plan and release	
Review list of job-related issues and update as necessary	
Internship/co-op	
Independence and access issues for post graduation	

*adapted from SCSU/Disability Resource Center College to Career Planning Tool

Accessible housing	
Transportation	
Personal assistance	
Meet with Career Services Center	
Attend career fairs	
Review and update résumé	
Print résumé on good paper/good printer	
Work on cover letter	
Identify references and recommendations	
Send out to résumé	
Practice interviewing	
Set up interviews	
Review benefits information and meet with benefit specialist if necessary	
Other	