

# Valley High School ICAP Requirements

## 1. WORKFORCE & POSTSECONDARY GOAL

- ▶ What do you want to do after high school? Students must describe their career goals and the postsecondary education they want to pursue to help achieve those career goals.
- ▶ The goal must be updated annually on the ICAP page of each student's College in Colorado (CIC) account.

## 2. PLAN OF STUDY

- ▶ What classes will you take throughout high school? Students build their 4-year plan of study from recommended courses based on career interests, higher education requirements, and/ or VHS graduation requirements
- ▶ The plan of study must be updated annually on the ICAP page of each student's College in Colorado (CIC) account.

## 3. COVER LETTER/PERSONAL STATEMENT

- ▶ How will you introduce yourself to potential employers, colleges and scholarship committees? Students must write either a cover letter or a personal statement.
- ▶ The cover letter/personal statement must be uploaded to the ICAP page of each student's CIC account.

## 4. RESUME

- ▶ What experiences have you had? Do you work, volunteer, or play sports? Students must create a resume to be used for job/college/scholarship applications.
- ▶ The resume must be completed in CIC or uploaded to the ICAP page of each student's CIC account.

## 5. LETTER OF REFERENCE

- ▶ What will others say about you? Students must get one letter of reference.
- ▶ The letter of reference must be uploaded to the ICAP page of each student's CIC account.

## 6. MOCK INTERVIEW

- ▶ Get some practice with job, college and scholarship interviews. Students must participate in one mock interview.
- ▶ Student must complete a verification form and upload it to their College in Colorado ICAP page.

## 7. JOB SHADOW

- ▶ What does someone in your ideal job actually do all day? Students must participate in one job shadow.
- ▶ Student must complete a verification form and upload it to their College in Colorado ICAP page.

## 8. COMMUNITY SERVICE

- ▶ Students must complete 5 hours of community service.
- ▶ Student must complete a verification form and upload it to their College in Colorado ICAP page.

## 9. COLLEGE/JOB APPLICATION

- ▶ Students must complete either a college or job application.
- ▶ The application must be completed in CIC or uploaded to the ICAP page of each student's CIC account.

## 10. SCHOLARSHIP/FINANCIAL AID APPLICATION

- ▶ Need money for college? Students must complete a scholarship or FAFSA application.
- ▶ The application must be completed in CIC or uploaded to the ICAP page of each student's CIC account.

College in Colorado website: [www.collegeincolorado.org](http://www.collegeincolorado.org)

To get to your ICAP page:

1. Login to CIC
2. Click on the "Your Portfolio" tab
3. Click on "Weld RE-1 ICAP" link