Preparing for College and Careers

Exam Information

Exam number
1003

Items
65

Points
65

Prerequisites
None

Recommended course length
One semester

National Career Cluster
21st Century Skills

Human Services

Performance standards
N/A

Certificate available
Yes

Description

The Preparing for College and Careers (PCC) industry certification exam assesses learners' understanding of the inputs required for an individual to be successfully prepared to enter college and start a career. Learners will demonstrate their knowledge about personal characteristics that can be developed to help ensure success in schooling and job endeavors, including: self-evaluation, career options, earning potential, and schooling options to make informed decisions throughout life.

Exam Blueprint

Standard	Percentage of exam
1. Personal profile	25%
2. Career clusters	15%
3. College	15%
4. Higher order thinking	5%
5. Personal goals	10%
6. Personal skills	10%
7. Navigating life	20%

Standard 1

Students will evaluate personal characteristics to develop and refine a personal profile.

Objective 1 Assess personal, family and community standards, values and ethics.

Objective 2 Analyze personal aptitudes, traits, interests, attitudes, and skills.

Objective 3 Determine personal priorities and goals for life and career.

Objective 4 Determine learning style preferences and their application to lifelong learning.

Standard 2

Students will investigate one or more career clusters, college, and career pathways, based on individual interests, to define career goals further.

Objective 1 Determine roles, functions, education, and training requirements of various career options within one or more career clusters and pathways.

Objective 2 Analyze career trends, options, and opportunities for employment and entrepreneurial endeavors for selected career clusters and pathways.

Objective 3 Evaluate selected careers and pathways for education requirements, working conditions, benefits, and opportunities for growth and change.

Objective 4 Use appropriate technology and resources to research and organize information about careers.

Standard 3

Students will analyze college and other postsecondary options to know what educational opportunities are available after high school.

Objective 1 Demonstrate understanding of postsecondary educational options including technical certificate programs, apprenticeship, military and two- and four-year college programs.

Objective 2 Examine public and private colleges and other postsecondary educational options.

Objective 3 Demonstrate knowledge of the statewide resources available to explore college and postsecondary options.

Objective 4   Demonstrate knowledge of the cost of postsecondary educational options and various financial aid options.

Standard 4

Students will apply higher order thinking and problem-solving processes to make decisions about education, life, and career.

Objective 1   Demonstrate skills for questioning and posing problems, thinking independently, and communicating decisions with clarity and precision.

Objective 2   Analyze choices, options, and consequences of life and career decisions.

Objective 3   Apply a decision-making process to identify short- and long-term life and career goals.

Standard 5

Students will create flexible plans of action for achieving personal goals through secondary education, college, career, and life.

Objective 1   Apply decision-making processes to making a plan for postsecondary education and career.

Objective 2   Design a flexible career plan that incorporates life-long learning and career advancement options.

Objective 3   Evaluate high school graduation plan, post-secondary plan and career plans in light of decisions about college and career pathways and options.

Standard 6

Students will demonstrate personal skills needed for success in personal, family, community, and career aspects of life.

Objective 1   Flexibility and Adaptability
   1. Integrate roles, responsibilities, and relationships in a climate of ambiguity and changing priorities.
   2. Evaluate strategies for incorporating feedback and change in a variety of contexts.

Objective 2   Initiative and Self-Direction

1. Prioritize tactical (short-term) and strategic (long-term) goals.
2. Work independently and complete tasks without supervision.
3. Demonstrate initiative to assess past experiences, plan future progress, and expand lifelong learning opportunities to advance skill levels towards a professional level.

Objective 3   Social and Cross-Cultural Skills
1. Interact effectively with others in a respectable, professional manner.
2. Respect cultural differences and work effectively with people from a range of social and cultural backgrounds.
3. Respond open-mindedly to different ideas and values.
4. Leverage social and cultural differences to create new ideas and increase both innovation and quality of work.

Objective 4   Demonstrate additional attributes associated with producing high quality products including the abilities to:
1. Work positively and ethically.
2. Manage time and projects effectively.
3. Participate actively, as well as be reliable and punctual.
4. Present oneself professionally and with proper etiquette.
5. Collaborate and cooperate effectively in teams.
6.   Be accountable for results.

Objective 5   Leadership and Responsibility
1. Use interpersonal and problem-solving skills to influence and guide others toward a goal.
2. Inspire others to reach their very best via example and selflessness.
3. Demonstrate integrity and ethical behavior in using influence and power.
4. Receive and give constructive criticism.
5. Act responsibly with the interests of the larger community in mind.

Standard 7
Students will demonstrate knowledge and skills needed to navigate life and work environments in the global economy.

Objective 1   Demonstrate knowledge, skills, and attitudes needed for seeking employment.

Objective 2   Demonstrate knowledge and skills needed for effective communication in school, life, and career settings.

Objective 3   Demonstrate understanding of employer and employee expectations.

Objective 4   Demonstrate standards of legal and ethical behavior in human, cultural, and societal issues related to technology and digital citizenship.

Objective 5   Demonstrate standards of personal appearance, attire, grooming, and etiquette appropriate for specific school, life and career settings.