



# California Career Innovations (CCi) INDIVIDUAL CAREER ACTION PLAN (ICAP)

Region:		Career Coach Name:	
Study ID:	Student Name:	ICAP Date:	
Enrollment Date:	Most Recent PDP Date:	School:	

**The ICAP, once it is signed and executed, should be reviewed twice a year—  
Fall and Spring Semester for each academic year.**

**NOTE: PDP must be reviewed at least once a year and re-created as needed. It is recommended to hold the PDP review session prior to the ICAP meeting/update.**

**CCi ICAP Support Team Members who contributed to this plan:**

**NOTE: All columns are required.**

Attended	Team Member	Title	Agency	E-mail	Phone Number
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**To complete an ICAP, you do not need to have goals and objectives for ALL sections. An ICAP can be completed as long as there is at least one section with valid objectives.**



**California Career Innovations (CCi) INDIVIDUAL CAREER ACTION PLAN (ICAP)**

**PRE-EMPLOYMENT SKILLS DEVELOPMENT**  
*To Support Competitive Integrated Employment*

**Pre-employment Skills Development Objectives:**

<b>Objective 01:</b>					
<b>Start Date:</b>		<b>Expected Outcome Date:</b>		<b>Completed Date:</b>	

<b>Progress*</b>					
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Action Plan Activities	Technology/Supports/ Accommodations	Agency**/ Person Providing Services

\* **Progress:** (1) No progress toward expected outcome (2) Little progress toward expected outcome (3) A moderate amount of progress toward expected outcome (4) A great deal of progress toward expected outcome (5) Expected outcome has been met

\*\* **Agency:** List agency, contact name, phone/email as known. Contact name and phone/email are optional.

<b>Objective 02:</b>					
<b>Start Date:</b>		<b>Expected Outcome Date:</b>		<b>Completed Date:</b>	

<b>Progress*</b>					
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Action Plan Activities	Technology/Supports/ Accommodations	Agency**/ Person Providing Services

For additional objectives, use the last page and attach to the correct section.



**California Career Innovations (CCi) INDIVIDUAL CAREER ACTION PLAN (ICAP)**

## CAREER SECTOR/PATHWAY EXPERIENCES, WORK-BASED LEARNING & EMPLOYMENT

<b>Career Goal:</b>			
<b>Career Sector #:</b>		(Refer to the <a href="#">15 Career Sector List</a> at the end of this document)	
<b>Career Pathway:</b>			
(Refer to the <a href="#">Pathways corresponding to the specified Career Sector</a> at the end of this document)			
<b>Career Pathway Program:</b>			

### Career Sector/Pathway Experiences, Work-Based Learning & Employment Objectives:

<b>Objective 01:</b>					
<b>Start Date:</b>		<b>Expected Outcome Date:</b>		<b>Completed Date:</b>	

<b>Progress*</b>				
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Action Plan Activities	Technology/Supports/ Accommodations	Agency**/ Person Providing Services

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<b>Objective 02:</b>					
<b>Start Date:</b>		<b>Expected Outcome Date:</b>		<b>Completed Date:</b>	

<b>Progress*</b>				
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Action Plan Activities	Technology/Supports/ Accommodations	Agency**/ Person Providing Services

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**California Career Innovations (CCi) INDIVIDUAL CAREER ACTION PLAN (ICAP)**

## EDUCATION/ACADEMIC PERFORMANCE

*H.S. Plan and P.S.E Plan will be filled out from the Education section. Check if there were any changes.*

<b>H.S. Plan</b>	<input type="radio"/> Certificate <input type="radio"/> GED <input type="radio"/> H.S. Diploma <input type="radio"/> Adult Transition Program <input type="radio"/> Other (Specify: _____)
	Job Skills Certificate: <input type="radio"/> Yes <input type="radio"/> No – If Yes, specify: _____
<b>P.S.E./Training Plan</b>	<input type="radio"/> Stackable Certificate <input type="radio"/> Career/Vocational Certificate <input type="radio"/> AA/AS <input type="radio"/> BA/BS <input type="radio"/> Graduate Degree <input type="radio"/> HS Diploma <input type="radio"/> GED <input type="radio"/> Apprenticeship <input type="radio"/> Not Sure <input type="radio"/> None

### Education/Academic Performance Objectives:

<b>Objective 01:</b>					
<b>Start Date:</b>		<b>Expected Outcome Date:</b>		<b>Completed Date:</b>	

<b>Progress*</b>	
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Action Plan Activities	Technology/Supports/ Accommodations	Agency**/ Person Providing Services

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<b>Start Date:</b>		<b>Expected Outcome Date:</b>		<b>Completed Date:</b>	

<b>Progress*</b>	
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Action Plan Activities	Technology/Supports/ Accommodations	Agency**/ Person Providing Services

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## California Career Innovations (CCi) INDIVIDUAL CAREER ACTION PLAN (ICAP)

### Core and Research Interventions Provided as of the ICAP Date (Do NOT fill out this section)

The core services provided to the youth up to the ICAP Date will be automatically check-marked based on the intervention logs you created in the IMS.

<p><b>Core A – Pre-Employment Skills Development</b></p> <ul style="list-style-type: none"><li>• Job Exploration</li><li>• Workplace Readiness</li><li>• Job Search</li></ul> <p><b>Core B – Career Pathway Experiences</b></p> <ul style="list-style-type: none"><li>• Work-Based Learning</li><li>• Career Mentoring</li><li>• Benefits Planning</li><li>• Career Pathway Program</li></ul> <p><b>Core C – Academic Performance Monitoring</b></p> <ul style="list-style-type: none"><li>• Progress to High School Completion</li><li>• High School Academic Support</li><li>• Postsecondary Education Planning</li><li>• Progress to Postsecondary Completion</li><li>• Postsecondary Academic Support</li></ul>	<p><b>Research A – Career Development Assessment</b></p> <ul style="list-style-type: none"><li>• Assessment</li><li>• Apply Assessment Results to Career Pathway (exploration, identification, enrollment/placement)</li><li>• Utilize for Career Development Counseling</li></ul> <p><b>Research B - Self-Determination Skills Development</b></p> <ul style="list-style-type: none"><li>• Skill Development</li><li>• Self-Knowledge</li></ul> <p><b>Research C - Workplace Technology Skills Development</b></p> <ul style="list-style-type: none"><li>• Technology Use</li><li>• Online job application</li><li>• Microsoft Office</li><li>• Apps+</li></ul>
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### 15 Career Sectors

1. Agriculture and Natural Resources
2. Arts, Media, and Entertainment
3. Building and Construction Trades
4. Business and Finance
5. Education, Child Development, and Family Services
6. Energy, Environment, and Utilities
7. Engineering and Architecture
8. Fashion and Interior Design
9. Health Science and Medical Technology
10. Hospitality, Tourism, and Recreation
11. Information and Communication Technologies
12. Manufacturing and Product Development
13. Marketing, Sales, and Services
14. Public Services
15. Transportation



# California Career Innovations (CCI) INDIVIDUAL CAREER ACTION PLAN (ICAP)

## Career Pathways by Industry Sector

### 1. Agriculture and Natural Resources

- Agricultural Business
- Agricultural Mechanics
- Agriscience
- Animal Science
- Forestry and Natural Resources
- Ornamental Horticulture
- • Plant and Soil Science

### 2. Arts, Media, and Entertainment

- Design, Visual, and Media Arts
- Performing Arts
- Production and Managerial Arts
- • Game Design and Integration

### 3. Building and Construction Trades

- Cabinetry, Millwork, and Woodworking
- Engineering and Heavy Construction
- Mechanical Systems Installation and Repair
- Residential and Commercial Construction

### 4. Business and Finance

- Business Management
- Financial Services
- International Business

### 5. Education, Child Development, and Family Services

- Child Development
- Consumer Services
- Education
- Family and Human Services

### 6. Energy, Environment, and Utilities

- Energy and Power Technology
- Environmental Resources
- Telecommunications

### 7. Engineering and Architecture

- Architectural Design
- Engineering Technology
- Engineering Design

- Environmental Engineering

### 8. Fashion and Interior Design

- Fashion Design and Merchandising
- Interior Design
- Personal Services

### 9. Health Science and Medical Technology

- Biotechnology
- Patient Care
- Health Care Administrative Services
- Health Care Operational Support Services
- Public and Community Health
- Mental and Behavioral Health

### 10. Hospitality, Tourism, and Recreation

- Food Science, Dietetics, and Nutrition
- Food Service and Hospitality
- Hospitality, Tourism, and Recreation

### 11. Information and Communication Technologies

- Information Support and Services
- Networking
- Software and Systems Development
- Games and Simulation

### 12. Manufacturing and Product Development

- Graphic Production Technologies
- Machining and Forming Technologies
- Welding and Materials Joining
- Product Innovation and Design

### 13. Marketing, Sales, and Services

- Marketing
- Professional Sales
- Entrepreneurship/Self-Employment

### 14. Public Services

- Public Safety
- Emergency Response
- Legal Practices

### 15. Transportation

- Operations
- Structural Repair and Refinishing
- Systems Diagnostics, Service, and Repair



# California Career Innovations (CCi) INDIVIDUAL CAREER ACTION PLAN (ICAP)

## California Career Innovations (CCi) Individual Career Action Plan (ICAP) Disclaimer

I understand that this CCi ICAP for \_\_\_\_\_ has been developed pursuant to a grant from the US Department of Education. It shall not be construed to be part of any Individualized Education Plan developed for \_\_\_\_\_, pursuant to the Individuals with Disabilities Education Act; nor shall the services and supports outlined within be considered special education and/or related services, unless they are specifically included in an IEP for \_\_\_\_\_. USDOED and/or \_\_\_\_\_ (school/district/agency) will not be liable to provide any of the services set forth in this Intervention Plan.

This document contains confidential information and will be used solely for CCi purposes.

I hereby acknowledge the above statement and am fully committed to the ICAP that I have developed with my Career Coach. I agree to the contents of the ICAP and will work on the goals, objectives and activities listed. As I see a need to change/update any parts of the ICAP I will work with my Career Coach to make the needed revisions.

CCi is funded through a cooperative agreement U.S. Department of Education, Office of Special Education Programs (OSEP) Grant #84.418P. The contents of this document do not necessarily represent the policy of the U.S. Department of Education, and you should not assume endorsement by the Federal Government. This is not a legally-binding document. It is intended to serve as a planning tool for the youth.

CCi Participant Signature

Date:

Parent/Guardian Signature (optional)

Date:

For a **conserved** participant, this signature is **required**.

Career Coach Signature

Date:





**California Career Innovations (CCi) INDIVIDUAL CAREER ACTION PLAN (ICAP)**

**APPENDIX A: ADDITIONAL OBJECTIVES (as needed)**

*Mark the related category for each additional objective.*

<input type="radio"/> PRE-EMPLOYMENT SKILLS DEVELOPMENT <input type="radio"/> CAREER SECTOR/PATHWAY EXPERIENCES, WORK-BASED LEARNING & EMPLOYMENT <input type="radio"/> EDUCATION/ACADEMIC PERFORMANCE					
Objective # ___:					
Start Date:		Expected Outcome Date:		Completed Date:	
Progress*					
Action Plan Activities	Technology/Supports/ Accommodations		Agency**/ Person Providing Services		

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<input type="radio"/> PRE-EMPLOYMENT SKILLS DEVELOPMENT <input type="radio"/> CAREER SECTOR/PATHWAY EXPERIENCES, WORK-BASED LEARNING & EMPLOYMENT <input type="radio"/> EDUCATION/ACADEMIC PERFORMANCE					
Objective # ___:					
Start Date:		Expected Outcome Date:		Completed Date:	
Progress*					
Action Plan Activities	Technology/Supports/ Accommodations		Agency**/ Person Providing Services		