**GUIDE CATEGORIES**

**Community Service Hours:** The number of community service hours completed by the student and documented by the school as of February 5, 2019. All schools require at least 100 hours for graduation. To determine the number of hours required by your school, please reach out to your school counselor.

**Grade:** The student’s grade level as it is listed in Aspen based on number of credits earned and key classes passed, including English and Algebra II.

**ISA (In Seat Attendance):** The percentage of school days a student is present at school. This includes both excused and unexcused absences, but does not include days missed for school activities, in-school suspension, or when a student is receiving services through the Home and Hospital Instruction Program (HHIP). Every day counts!

**PSAT:** An exam that helps prepare students for the SAT and covers reading, writing/language, and math. DCPS offers the PSAT 8/9 and PSAT/NMSQT. The scale ranges from 240-1520 depending on the version of the test.

**SAT:** An exam that is one of many factors used by colleges and universities to determine whether a student will be admitted. The scale ranges from 400-1600. A score of 1010 is considered college and career ready.

**Weighted GPA (Grade Point Average):** A number that accounts for the student’s class grades and the difficulty of the courses taken. A weighted GPA may exceed a 4.0 if a student is enrolled in Advanced Placement or honors courses. In contrast, an unweighted GPA is on a 4.0 scale and does not consider the difficulty of courses. This Guide uses Weighted GPA.

**GRADUATION**

**Graduation Requirements:** The subject area and community service requirements for a student’s diploma type. Students must earn a certain number of credits in each subject area. In the Guide, each footprint represents 0.5 credits, or one semester.

**On-Track:** A status indicating that the student has earned credit in is currently enrolled in key courses that satisfy subject requirements for graduation. The student must continue to pass their classes to remain on-track for graduation.

**Off-Track:** A status indicating that the student has not yet passed at least one key course to satisfy a subject requirement for an on-time graduation. Options such as summer school or credit recovery may be necessary. The student should contact their counselor to discuss options to ensure that the student is on the path to graduation. Remember, there always time to get back on-track!

**COLLEGE**

**2+2 Pipelines:** Partnerships between 2-year and 4-year colleges allowing for a student to complete their Associate’s degree at one college then transfer to a 4-year college to earn a Bachelor’s degree. These pipelines can help students save thousands on tuition while providing strong academic supports!

**College Fit:** A college that meets a student’s social, academic, and financial preferences. College fit may include class size, majors, student activities, diversity, setting (urban/rural), and affordability, among other components.

**College Match:** A college or university that is likely to admit a student because their grades and standardized test scores (SAT/ACT) are similar to those of typical accepted students.

**FAFSA (Free Application for Federal Student Aid):** A form completed by current and prospective college students to determine their eligibility for federal student financial aid.

**Financial Aid:** Any grant or scholarship, loan, or paid employment offered to help a student meet their college expenses. A completed FAFSA is required to determine eligibility for federal financial aid.
Graduation Rate: The percentage of a college’s undergraduate students who earn a Bachelor’s degree within 6 years or an Associate’s degree within 4 years.

Reach, Match, Likely for Admission
- **Reach**: A school where, based on the student’s GPA and (P)SAT scores, they may not be competitive for admission. Students can increase their GPA and test scores to increase their likelihood of admission!
- **Match**: A school where, based on the student’s GPA and (P)SAT scores, they are competitive for admission. The student’s grades and scores are similar to admitted students at this school.
- **Likely**: A school where, based on the student’s (P)SAT scores and GPA, they have a high likelihood of admission. Some counselors and programs may use the term “safety” school for this category.

*Please note that these terms refer to estimated chances of admission based on student GPA and scores as of February 5, 2019. The terms do not reflect the quality or academic rigor of an institution.

Unmet Need: The cost of college that is not covered by the financial aid package received. Usually, this amount is covered out of pocket or through loans.

**CAREER**

Annual Median Income: The annual income for the middle 50% of workers within a specific education level for the career field. The median incomes reported in this Guide reflect income in the DC metro area.

Career Exploration: Opportunities that expand a student’s understanding of specific employment opportunities within an industry, including participation in industry site visits, job shadow experiences, and interactions with guest speakers.

Career Preparation: Opportunities that build a student’s skill set to succeed in a particular employment position or field, including an internship or pre-apprenticeship experience.

CTE (Career and Technical Education) Courses: Courses that help prepare students for college and career. Many but not all DCPS schools offer CTE programs.

*Note, not all students will take or are required to take CTE courses to earn a high school diploma.

Degrees & Certificates to Consider: Degrees or certificate options that a student may pursue based on education level desired. The degrees and certificates highlighted in this Guide are meant to be a starting point and do not include all options within a given field or education level.

Postsecondary Programs: Additional training or education options after high school. The programs highlighted reflect offerings within a given career field and may include certificate programs, apprenticeship programs, 2-year colleges, and 4-year colleges. Programs that are highlighted in this Guide are meant to be a starting point and do not include all options within a given career field or education level.

Work-Based Learning (WBL): Opportunities that enhance classroom learning through workplace connections. This section in the guide highlights the number of events a student attended related to career exploration and career preparation.

*Note, not all students will be involved in work-based learning.

**ACTION STEPS**

Graduation, College, and Career Action Steps: Represent the student’s personalized next steps to take to ensure graduation and achieve their postsecondary goals.

Postsecondary Pathway Goal: The after-graduation goal selected by the student on their postsecondary survey captured in Naviance. The goal may include any combination of the following:
- **Apprenticeship**: A paid, on-the-job training program to obtain a journeyman’s license in a specific trade.
- **Career Education**: A short-term training program that teaches skills necessary to obtain a specialized certification or license.
- **Employment**: The pursuit of jobs in high wage/high demand industries immediately after earning a high school diploma or GED.
- **Military**: Careers in the U.S. military through involvement in the Air Force, Army, Coast Guard, Marines, Navy, and National Guard.
- **2-year degree**: An Associate’s degree, which requires the completion of at least 60 credit hours. This degree is most commonly completed at a community college.
- **4-year degree**: A Bachelor’s degree, which requires the completion of 120 credit hours at a college or university.

Academic Goal: An academic-related goal as written by the student on their postsecondary survey.
DCPS Guide: Certificate Track Version FAQs

GENERAL FAQS

What date are the data reflective of?
February 5th, 2019. Information, including assessment scores, after this date are not reflected in the Guide.

Where did the student data on the guide come from?
The data are populated from Aspen, Naviance, and Special Education Data System (SEDS).

Where can I find the digital version of the Guide?
The digital versions are available on Aspen. Parents and family may visit the Aspen Parent Portal at www.bit.ly/ParentPortalDCPS.

How often will I receive the Guide?
The Guide will be available to C1 to C3 pathway students in the spring of 2019. Going forward, the Guide will be released in the fall semester and in the spring semester.

What languages will the Guide be available in?
The spring 2019 versions will be available in English, Spanish, and Amharic based on the preferred language indicated in Aspen. Future versions may feature expanded language translations.

What should I do if there’s incorrect information on my Guide?
Please email DCPSguide@k12.dc.gov and contact your counselor. Your school counselor will have your most up to date information.

Who has access to my Guide?
Counselors, College and Career Coordinators, Teachers, Individualized Education Program (IEP) Case Managers, and School Administrators. Additionally, school-based partner organizations who are serving DCPS students and have signed a Data Security Pledge will also have access but only to the specific students they serve.

How is my grade level determined?
The grade level is pulled directly from Aspen and is reflective of the grade level as of February 5th, 2019. It also reflects the students graduation pathway as identified on the Individualized Education Program (IEP) in SEDS.

POSTSECONDARY EDUCATION FAQS

How were the postsecondary education programs chosen?
All programs listed are local and available to students with intellectual and developmental disabilities. Project SEARCH and the River Terrace: Workforce Development Center are DCPS application only vocational training programs that provide specialized training in the fields of hospitality, health sciences, and horticulture.

Where can I access my Naviance page?
Students can visit their school’s Naviance page at https://connection.naviance.com/auth/fclookup.

What is my Naviance student login information?
Username: student ID
Password (is the student’s birthday): mmddyyyy

Where can I learn about additional supports for entering the workforce and/or postsecondary training?
The Rehabilitation Services Administration (RSA) is an agency that provides career readiness supports to adults with disabilities. Students should connect with their IEP case manager to receive assistance with signing up for RSA services.

NEXT STEPS FAQS

If I have additional questions about the Guide or my postsecondary pathway who should I talk to?
You should first reach out to the counselor, IEP case manager, or college and career coordinator listed on the opening page of the Guide.

General questions about the Guide may be directed to DCPSguide@k12.dc.gov.