ASPIRE- High School
Career and College Readiness
Inventory Tool

BACKGROUND: The ASPIRE High School Career and College Readiness (CCR) Inventory Tool is designed to help ASPIRE sites plan CCR events and activities. This tool is not a formal part of the ASPIRE evaluation plan and is optional. Items with a yellow star (★) are items areas that relate to the ASPIRE end of year report. If you have questions about the tool please contact your ASPIRE Access Specialist.

HOW TO USE THIS TOOL: This tool is a list of popular career and college readiness activities; it is separated into six different sections. Review each section and use the checkboxes to indicate which activities you are considering implementing. Keep this list at your site in a visible location and review it often.

Financial Aid Support_____

☐ Financial Aid Presentations-★
☐ FAFSA/ORSAA Completion and/or
   College Goal Oregon Events- ★
☐ Scholarship workshops/presentations
   (OSAC and/or others)- ★
☐ FAFSA Plus+ site

☐ Request OSAC/ASPIRE support with
   presentations and materials for
   financial aid events
☐ Provide information about student loans
☐ Provide information about Oregon College
   Savings Plan (Oregon 529 plan)

Family and Caregiver Engagement_____

☐ Host workshops- ★
  ☐ Options beyond high school
  ☐ College planning
  ☐ Trades and workforce preparation
  ☐ Military
☐ Host grade level informational events- ★
  ☐ Freshman   ☐ Sophomore
  ☐ Junior   ☐ Senior

☐ ASPIRE center provides access to financial
   aid, scholarships, and CCR other resources
☐ Host ASPIRE/Career & College Open House
☐ Provide ASPIRE/ECMC grade level checklists
☐ Family/caregivers are invited to be
   ASPIRE mentors

Career and College Readiness Activities_____

☐ Mentors work with students to establish,
   define, and plan for future goals- ★
☐ Campus visits from representatives:
  ☐ College   ☐ Career
  ☐ Military   ☐ Trade
☐ Attend college and/or career fairs
☐ High School sponsored trip to a
   college campus
☐ Industry/career presentations offered
☐ Career exploration presentations/
   workshops offered
☐ Offer senior night: planning for your future

☐ Participate in College Application Week
☐ ASPIRE classroom visits
☐ Offer events for juniors, sophomores,
   freshman students
☐ Decision Day/Senior Celebration Event
☐ Opportunities for job shadows/informational
   interviews
☐ Workforce preparation:
  ☐ Resume   ☐ Mock interview
  ☐ Job shadow   ☐ Internship
  ☐ Informational interviews
☐ Uses ASPIRE/OSAC mini lessons and activities

CCR Communication_____

☐ Communicates regularly with students about postsecondary options

☐ Offers a website where students, families, and caregivers can access ASPIRE and CCR information and resources

☐ Requests OSAC/ASPIRE presentations

☐ Requests OSAC/ASPIRE and ECMC publications

☐ School apps: ParentSquare, Remind, etc.

☐ Communicates with students, families/ caregivers:

☐ Print   ☐ Email   ☐ Social media
☐ Posters   ☐ Bulletin boards   ☐ ASPIRE décor
☐ In person   ☐ Brochures   ☐ Newsletters
☐ Classroom presentation

☐ Communicates with teachers and staff:

☐ Print   ☐ Email   ☐ Social media
☐ Posters   ☐ Bulletin boards   ☐ ASPIRE décor
☐ In person   ☐ Brochures   ☐ Newsletters
☐ Classroom presentation

Equity and Student Support_____

☐ ASPIRE Coordinators receive training on supporting undocumented/ DACA students- ★

☐ ASPIRE Coordinators receive training on supporting underrepresented students- ★

☐ All college access presentations include information for undocumented/DACA students

☐ Training provided for staff/mentors to assist undocumented/ DACA students

☐ Email/print communication to students are commonly offered in 2+ languages

☐ CCR presentations are translated

☐ Collaborate with counselors, teachers, and student clubs to promote college for underserved populations

☐ Collaborate with parent groups to promote equity in college access

Staff and Site Partner Engagement_____

☐ Staff is aware and supportive of the ASPIRE program and CCR work- ★

☐ ASPIRE Coordinator attends ASPIRE fall conference and regional meeting

☐ Site CCR staff/partners are invited to attend ASPIRE conference and webinars

☐ ASPIRE/CCR is included in school's strategic plan

☐ Counselors partner with ASPIRE Coordinator

☐ Counselors & teachers refer students to ASPIRE

☐ Teachers, admin, and staff talk about their college and/or job experiences in the classroom

☐ Teachers incorporate CCR activities into core lessons (i.e., English: personal narrative admissions essay)

☐ Teachers collaborate with ASPIRE/college centers to provide information in classes

☐ Site staff are invited to be ASPIRE mentors