

Lesson Plan Instructions

No matter the circumstances—straight As or all Cs, first generation or third generation college student, rural or urban—driven and dedicated students can attend a university, college or technical school and be well on their way to great careers.

The following lesson plans are intended to help you help your students get to college. Each lesson is designed to accompany the High School Student Workbook, which includes information about the right classes to take, ACT/SAT resources, career exploration, educational programs and paying for school.

Here are some lesson plan guidelines to help you get started.

Before you begin each lesson:

1. Read the lesson goal and objectives.
2. Gather materials: Student Workbooks, PowerPoint Presentation, lesson plan and any relevant handouts.
3. Read and review the corresponding section in the High School Student Workbook.

Welcome everyone:

Welcome your students and thank them for taking an interest in their future.

Introduce yourself and any other partners:

Introduce yourself and tell them how a college education has made a difference in your life or in the life of someone you know.

Go over the instructions for the day:

The following rules should be observed by everyone attending the session.

- There's no such thing as a silly or stupid question.
- Always show respect to the person speaking, whether it's you, another presenter or a student.
- Stay on topic with questions and answers.
- Sensitive and personal questions should wait until after the session.
- Participation and questions are encouraged, but you won't be forced to take part.
- Have fun and learn!

Start with an Ice Breaker:

Choose an ice breaker that will motivate your students to think about college. Here's an example:

Have the students pick one item from their pocket, purse, wallet or body (jewelry, belt, etc.) and explain to the class how that item will help them plan and prepare for college. For instance, an ink pen helps them practice their admission essay; glasses help them see the board so they can take good notes during class.

Workbook Content:

How to handle the Student Workbook is up to you. You can encourage students to read the content and fill in the worksheets prior to the class period or during the session. The workbook can be read silently or aloud during class.

Encouraging Parent Involvement:

Each section of the Student Workbook includes a "Parent Part." As you complete each lesson with your students, encourage them to share what they've learned, ask questions and discuss concerns with their parent(s).

Estimated time needed to complete each lesson:

50-55 minutes

Lesson Plan 1: Why Go To College?

Understanding the Value of Higher Education

Goal:

Some of your students have no doubt about going to college. They've been raised in a college-going environment from the day they were born. Their major may be undecided, but it's a given they'll earn an education. However, you may also have students who doubt they can go to school for various reasons, some who are uncertain about attending and others who question whether higher education is worth the investment. Understanding your students' concerns can help you support them as they develop plans for the future.

This section will help students see the value in higher education and address concerns they may have about going to college.

Part 1: To Go or Not to Go: There (Really!) Is No Question

Many students are apprehensive about attending college. We've identified six common concerns, but you may think of more. On Page 4 of their Student Workbooks, they've been given a space to jot down concerns they have about attending school. Ask a few students to share what they've written. Go over each concern with the realities provided in the Student Workbook.

Talk with your students about the role education plays in their future lifestyle. Ask them to take a few moments to complete the [What Do You Want to Be? worksheet](#) on Page 6 in the Student Workbook. Once completed, ask a few students to share their answers. Poll the class by asking them if they think the student's listed income will provide that student with the lifestyle he or she wants. An example of a completed worksheet can be found in the Educators section at UCanGo2.org.

Help them make sure their education, career and lifestyle goals are realistic. If they want to live in a new house and drive a new car but want a career in nonprofit work or acting, it's important they realize their salary may not afford them their desired lifestyle. Talk about the steps needed to reach their goals and whether or not those goals are realistic. Help them see how higher education can assist them in reaching their full potential.

Part 2: What's In It for Me?

No matter where they want to go or what they want to do with their lives, some type of higher education will help your students. Go over a few of the perks they'll receive if they continue their education, including higher income, better benefits and more job security.

Wrap-Up: Review and Reflect

Whether your students want to be plumbers, beauticians, teachers or lawyers, there's an academic program designed to help them gain the knowledge and skills to be the best they can be. Higher education is an important tool that enables students to live the life they want to lead.

Review:

1. True or false. You could probably live in a three-bedroom home and drive a new car on a \$20,000 annual salary. *False*
2. Besides more money, name three additional perks higher education can give you. *More job security, sick/annual leave, more meaningful work, health benefits*
3. True or false. If you dislike high school, college isn't for you. *False*

Reflect:

1. Do you want to get an education after high school? Why or why not?
2. What most excites you about going to college?
3. What's your biggest fear about going to college?

Lesson Plan 2: What Do I Want to Be?

Exploring Careers and College Majors

Goal:

Some students know what career path they'll choose. They may want to follow in the footsteps of a close family member or they may excel in a particular area. For others, the process of choosing a profession or major will take more exploration. Choosing a major is a big decision.

This section of the workbook will help students explore their interests, skills and talents, directing them to find potential majors or career matches that make use of their natural abilities. Students will learn about the difference between a career and a job; investigate their interests and skills; understand how those interests and skills can be the beginning of a plan for continuing education; and learn about the most popular careers in Oklahoma.

Part 1: Career Versus Job

Begin by asking the students if they know what they want to do after high school. Have a few students tell the class their career goals. Some of their answers may include veterinarian, social worker, accountant, teacher, etc.

Once they've shared, explain the difference between a career and a job. A career is a long-term profession that typically requires educational training. A job is a short-term paid position. They may currently have a job to help them pay for a few expenses. A career, however, allows them to use their unique skills and strengths in a long-term profession.

Parts 2-3: Investigate Your Interests and Consider Your Skills

Your students have a section in their workbooks that asks questions about their interests and skills. Ask a few students to share their lists and have students complete the [Career Interest Survey](#) on Page 11 of the Student Workbook. Once students complete the quiz, they'll discover career categories that may interest them. Tell students to keep copies of all self-assessment quizzes they take and encourage them to start a "My Future" file and stash the results, along with other information and college-planning resources, in this file.

Part 4: Develop a Career Plan

By now, your students may have some specific or general career or major options in mind. Now is the time to encourage them to create a career plan and develop a strategy to accomplish their career goals. A career plan worksheet and an example of a completed career plan are provided on Pages 18-19 of the Student Workbook. If your students are still having a hard time deciding on a potential career option, have them review the list of fastest growing occupations in our state (Page 16). Poll your class and ask if anyone is interested in the occupations listed. Also, point out the difference in salaries between the jobs requiring training or an associate degree and those requiring a bachelor's degree. This is another opportunity to show your students the difference education makes in their future income.

Wrap-Up: Review and Reflect

Encourage students to spend time thinking about their interests and skills to determine potential majors and careers. Ask them to complete free self-assessment quizzes.

Review:

1. True or false? Career assessments are always accurate. *False*
2. True or false? A career is a short-term paid position with no training or education requirement. *False*
3. Name some extracurricular activities or skills that would be helpful for the following occupations:
 - a. Teacher (*Speech Club, organizational skills, etc.*)
 - b. Artist (*marketing, entrepreneurship, Art Club, etc.*)
4. True or false? Once you select a major, your career options are limited. *False. See Page 14 of the Student Workbook.*

Reflect:

Based on your interests and skills, what three careers are you interested in pursuing?

Lesson Plan 3: How Do I Get There?

Preparing and Planning for My Next Step

Goal:

Enrolling in the right classes, taking the ACT or SAT and developing good study habits are important steps in planning and preparing for college. In addition, a variety of programs offer high school students the ability to earn college credit. Continue encouraging your students to do all they can while in high school to ensure a successful transition to college.

This section will help students understand the importance of taking college prep classes; provide resources to help them track their classes; encourage them to strive for excellence in their coursework; offer tips to strengthen their study habits; explain ACT/SAT testing; provide information about programs allowing them to earn college credit in high school; and explain the benefits of extracurricular activities, including non-school activities like family, church, volunteer work, etc.

Part 1: Take the Right Classes

Trying to attend college without the proper preparation and planning is similar to traveling somewhere without a road map or GPS. Consider sharing a story of a time you were lost or ask a few students to share. Tell them this section of their workbook will help them develop a road map for their future.

If your students plan to attend a public college or university in Oklahoma they must take certain courses in high school. These courses will prepare them for college, and they'll learn valuable skills in case they decide to enter the workforce after graduation. Have your students use the charts on Pages 21 and 27-28 of the Student Workbook to keep track of their classes and activities.

Part 2: Grades

Explain to your students the importance of earning and keeping good grades. Good grades can result in admission to a better college or being awarded a scholarship. But, getting good grades doesn't happen overnight. It takes planning, attention to detail and lots of study time. Encourage your students to identify three subject areas in which they need improvement. Ask a few students to share. Finding study partners, tutors or just taking extra time to prepare for assignments and exams are great ways to boost grades.

Part 3: Strengthen Study Habits

Good study habits in high school will lead to good study habits in college. Have your students read the tips listed on Page 22 in their workbooks. Some experts say it takes 21 days to build a habit of repeated behavior. Your students shouldn't be discouraged if it takes a while to build consistent, successful study skills.

Part 4: ACT/SAT Tests

All that study time will come in handy when your students take the ACT and/or SAT exam. When it comes to college admission, these tests play a big role. Explain the ACT and SAT to your students. Remind your students to take the exams as many times as possible to increase their score. Provide upcoming testing dates and have them record the dates on Page 23 of the Student Workbook. Give them a few minutes to solve the practice questions, too. The basic exam costs are typically \$30 to \$50; however, fee waivers are available. Visit ACT.org and SAT.org to learn more.

While the ACT is more common in Oklahoma, encourage students to check with the schools they're interested in attending to find out which test is preferred. Of course, schools don't base admission exclusively on these test scores, but it's best if students can meet the school's minimum test score requirement. Encourage students to contact schools' admission offices for more information and current requirements. Students can also take free practice tests for the ACT and SAT at OKcollegestart.org.

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Part 5: Why Wait? Earn College Credit Now!

Through a variety of programs, high school students can earn college credit while still in high school. A few of these options are outlined on Page 25 in the Student Workbook. Bring any specific information you have about local programs to class. More information about options like Advanced Placement (AP) courses and Concurrent Enrollment can be found at OKcollegestart.org.

Part 6: Thinking Ahead

You'll discuss paying for college in more detail later, but it's important to let students know there are options they can take advantage of now to prepare.

Oklahoma's Promise

Students must apply in the 8th, 9th or 10th grade, be a resident of Oklahoma, complete a specific high school curriculum, achieve at least a 2.50 GPA both in the curriculum and overall, and abide by certain conduct standards. The federal adjusted gross income of the student's family may not exceed \$55,000 at the time of application. In addition, the family income must not exceed \$100,000 each year the student is enrolled in postsecondary education (students must complete the FAFSA each year). Oklahoma's Promise will pay resident tuition at a public college or a portion of tuition at private institutions or public technology centers in Oklahoma. Learn more at okpromise.org.

Oklahoma 529 College Savings Plan

It's never too late to save for college. Talk to your parent(s) about signing up for a college savings account through Oklahoma's 529 College Savings Plan or continue to add money to an existing account. It's generally best to keep most savings in the parent(s)' name. Visit OK4Saving.org for more information.

Part 7: Go the Extra Mile with Extracurricular Activities

Tell your students that sports, 4-H, FFA and class government are great hobbies, and their participation in such activities may give them an edge in the college admission process! Many schools look for prospective students who are active in their school and community and exhibit leadership qualities.

Ask students what community or school involvement they are most proud of and have them record their answer in the space provided in their Student Workbook on Page 26. Give them time to put their thoughts on paper and then ask volunteers to share. This section can be used as a springboard when they write their college admission essay.

Wrap-Up: Review and Reflect

The following questions are also included on Page 26 in the Student Workbook. Consider asking volunteers to share their answers.

Reflect:

1. Name three steps you'll take to improve or keep up your grades.
2. Name three steps you'll take to prepare for the ACT or SAT.

Lesson Plan 4: Where Do I Go?

Researching Institutions and Programs

Goal:

Choosing a path after high school is a stressful, but exciting process for most students. As their instructor, you may be their only link to the information they need to make an informed choice. This section contains a lot of information because helping students find the school that's the best fit for them is extremely important. Strongly encourage your students to visit OKcollegestart.org for more detailed information.

This section of the Student Workbook will take your students through the process of researching and choosing a college or career path that's right for them. You'll teach students the differences in school types; lead students to consider various school selection factors, like location and size; encourage students to think about their wants and needs when picking a school; help students consider affordability and admission requirements when narrowing down their list of possible schools; discuss how to set up a campus tour and identify places to visit while there; and provide a list of questions to ask during a campus visit.

Part 1: You're Just Not My Type (Of School)

There are many types of schools in Oklahoma that offer a wide range of programs. The first step in helping your students succeed after high school is making sure they understand the options available to them. Emphasize the value of every type of school and post-graduation opportunity. If you feel students are being unrealistic about their options, talk to them privately about their challenges and offer positive ways to overcome them. The Student Workbook lists the different types of schools in Oklahoma in Oklahoma on Page 30.

Part 2: Location, Location, Location

Students should also consider location when choosing a school. Schools of all types can be found in urban, suburban and rural areas. Discuss the differences between the locations of different schools and ask the students how different locations will impact them while they're in school. More information about schools and location can be found on Pages 29-32 in the Student Workbook.

Part 3: Size Up Your School

Don't forget to encourage students to consider the size of a school. Small schools give students the chance for more interaction with professors, smaller classrooms and more personalized assistance with educational needs. Larger schools provide more social opportunities and more classes to build a flexible schedule.

Schools of all sizes and types can be found in all locations. A large, private, four-year school may be located in a rural area near a student's hometown. Or, students might find a career technology center in the heart of the city. Oklahoma offers schools of all types, locations and sizes to meet various educational needs.

Ask at least one student who wants to attend a large school and one student who wants to attend a small school to explain their reasoning to the class. You may get answers like:

- A large school has more activities for me to choose from.
- A smaller school is closer to home.

Part 4: What Do You Want in a School?

This section is designed to help students compile a list of characteristics that are important to them. They can then use those characteristics to build a list of schools that fit their criteria. You may wish to poll your students and ask what's most important to them in a school. Use the [Picking a College Decision Tree](#) on Page 32 and the list of questions on Page 33 in their Student Workbook to help you start some dialogue.

Provide your students with tools for researching colleges such as books, course catalogs, websites and other resources. Encourage them to take the lead in deciding what they want out of their college experience.

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Ask your students to write down five campus characteristics that are important to them or five schools they're considering and turn in the list(s) to you. Discuss schools they have not learned about or may not be familiar with.

Also, use this opportunity to explain the importance of college fairs. Tell your students when the next event will take place and explain what happens and who's involved in these events. To make the most of college fairs, refer to the *College Fair Best Practices* worksheet in the Publications section at UCanGo2.org. You can also access a list of Oklahoma college fairs at GoToCollegeFairs.com.

Part 5: Narrowing Down Your Choices

Help your students take their list of potential schools and narrow it down based on affordability and admission requirements. Explain the importance of finding a college that meets their needs and one they can afford. Tell students to take into consideration the cost of tuition, fees, housing, books, travel back home, food and other regular expenses. Make sure they consider all of their options, including commuting, part-time employment, lower-cost colleges and financial aid, to help make ends meet. Ask students to write down their top three strengths and weaknesses from a college admission point of view. Ask them to highlight their strengths by writing a practice college essay.

Part 6: Check Them Out ... Setting-up Campus Visits

Encourage your students to plan campus visits, if possible. If your school has an excused absence policy for these types of visits, you may want to explain that policy to the students. Tell students to contact organizers of campus tours at the school(s) they wish to attend. These planned tours are usually led by a college student. If your students can't make a structured campus tour, encourage them to check out local campuses whenever they are on the grounds for athletic events, TRiO programs, 4-H or National FFA Organization events, etc. Encourage them to use the materials provided on Pages 36-38 of the Student Workbook to help them make the most of campus visits.

Part 7: Make Your Choices and Apply

Tell your students to be aware of application and financial aid deadlines. Encourage them to call the admission office to make sure they received their application. Let students know they need to make sure their high school transcripts and official test scores are being sent to the school(s) to which they're applying. Also, let them know you're a resource for them during the application process. Promote OKcollegestart.org and UCanGo2.org for numerous college planning tools and materials.

Wrap-Up: Review and Reflect

Researching schools can be an overwhelming task for some students. Provide them with as many resources as you can and let them know you're available to assist them in the process.

Review:

1. How does a four-year school differ from a two-year school? *A four-year school may offer bachelor's, master's and doctoral degrees, while a two-year school offers associate degrees and certificate training.*
2. Name two private schools in Oklahoma. *Bacone College, Mid-America Christian University, Oklahoma City University, Oklahoma Wesleyan University, Oral Roberts University, etc.*
3. Name a research university in Oklahoma. *University of Oklahoma or Oklahoma State University.*
4. True or false. Schools can only be classified as one type. *False. A regional university is also a four-year, public school.*
5. Besides school type, what other factors should you look at when researching a school? *Location, size, affordability and admission requirements.*
6. Name at least three offices you should check out on a campus visit. *Examples: Admissions Office, Financial Aid Office, Housing Office, etc.*

Reflect:

1. What type of school (four-year, community college, proprietary school, etc.) do you think is the best fit for you? Why?
2. After talking with your parent(s) about schools that interest you, what did you gain from their feedback?

Lesson Plan 5: How Do I Pay For It?

Finding and Getting Financial Aid

Goal:

Paying for college is an important component of college preparation. It's essential for students and families to understand the financial aid process and know what types of aid are available to them.

This section will help students learn about school costs and the resources available to help pay for school. You'll show students the estimated cost of higher education; help them identify various types of federal and state aid, including grants, scholarships, work-study and student loans; educate them about the Free Application for Federal Student Aid (FAFSA); provide scholarship resources; and inform them about student loans and responsible borrowing.

Part 1: College Costs

Begin by asking the students questions:

- Have you started to think about the cost of college?
- Are you familiar with the costs at the school(s) you'd like to attend?
- Talk to them about the cost of attending school. Have them guess the total cost per year for different types of schools. In 2016-17, the cost per year ranged from \$11,284 for community colleges to \$19,499 for a research university. Check out OKcollegestart.org to find the current academic year's cost at most Oklahoma state schools.

Part 2: Getting Financial Aid

You'll want to spend some time talking about the FAFSA and why it's important. To be considered for any federal financial aid and most state aid, students must fill out this application.

The FAFSA information provided in this guide and in the Student Workbook is minimal. If you'd like to explain the FAFSA to students and parents in more detail, visit StartWithFAFSA.org. Students starting college in fall 2018 will need to complete the 2018-19 FAFSA.

Your students should complete the FAFSA as soon as possible after Oct. 1 of their senior year and each year they need aid. Encourage your students to:

- Apply online to save time. Online applications are faster than paper applications and allow students to complete the FAFSA the next year without retyping their basic information.
- Never pay anyone to help them complete the FAFSA. Remind them the first "F" stands for "free." If they need help they can always contact the FAFSA Help Desk at 1.800.4.FED.AID or any college financial aid office.
- Visit the official FAFSA website, FAFSA.gov.
- Watch the FAFSA video tutorial with their parent(s) at StartWithFAFSA.org (or show it in the classroom, if possible), which is available in both English and Spanish.

Explain to your students that once they complete the FAFSA, they'll get a Student Aid Report (SAR). They should review the SAR to ensure all their information is correct. The information from the SAR will be sent to the school(s) they listed on their FAFSA.

Once all of their application materials are complete, the financial aid office(s) will send them an award letter via regular mail or email to let them know what types of aid they're eligible to receive. Remind them they don't have to accept all funds offered to them.

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Part 3: Types of Financial Aid

Explain the three main types of financial aid: free money (grants and scholarships); earned money; and loans. Go over each type of aid and the differences between each type. If possible, show the *Types of Federal Student Aid* video at StudentAid.gov to explain the different sources of federal aid in detail. Be sure to explain the different forms of state aid, too. Encourage students to check out OKcollegestart.org and okpromise.org to learn more.

Wrap-Up: Review and Reflect

Financial aid can sometimes be a confusing subject for students and parents. It's important they understand each type of aid they will be awarded, as well as how and when to apply. Page 44 of the Student Workbook offers helpful tips for students who must consider student loans to pay for college, and Page 45 includes a short quiz over the information provided in the *How Do I Pay For It?* section. Review the quiz and go over the answers together. Ask your students to jot them down in the spaces provided.

Review:

1. True or false? I don't need to complete the FAFSA each year as long as I complete the application my senior year of high school. *False. You must complete the FAFSA as soon as possible after Oct. 1 before each year you need aid.*
2. What does FAFSA stand for? *Free Application for Federal Student Aid.*
3. True or false? I must accept all funds a school offers me in my award letter. *False. Only accept what you need to pay your school expenses.*
4. True or false? Scholarships are only offered to students with really good grades. *False. Scholarships are awarded based on a variety of factors, not just grades.*
5. Name the federal program that provides jobs for students with financial need. *Work-Study.*
6. True or false? It's cheaper to turn to student loans to cover tuition and school-related expenses than to charge them to a credit card. *True.*

Reflect:

What did you learn about financial aid that surprised you the most? Why?

Notes



Borrow Smart from the Start

Borrow Smart from the Start is a step-by-step guide through the student loan process that emphasizes the importance of completing the FAFSA, making smart borrowing choices, monitoring debt load, keeping track of student loans with the National Student Loan Data System (NSLDS), considering various repayment options and more! Visit ReadySetRepay.org to download a copy.

Visit UCanGo2.org to:

- Learn more about planning, preparing and paying for college
- Find a list of numerous college scholarships listed by deadline and category
- Access games and tools to help students prepare for higher education
- Locate financial aid resources, including FAFSA teaching tools
- Download additional resources for:
 - » High school students and their parents
 - » Middle and high school counselors
 - » Middle school students and their parents

Have questions about State Regents' programs or preparing for college in general?

CounselorInfo@osrhe.edu

(405)225-9239 or (800)858-1840.

college questions answered promptly

Check out these other helpful resources!

OCAP.org

The Oklahoma College Assistance Program's website contains helpful information for prospective and current students, including scholarship and federal student loan resources.

OKcollegestart.org

OKcollegestart.org offers college planning resources for students, parents and counselors, including academic offerings, career exploration tools, scholarships and financial aid information.

OKhigher.org

The student section of the Oklahoma State Regents for Higher Education's website directs students to various college planning resources, including Oklahoma's Promise and OTAG.

OklahomaMoneyMatters.org

OCAP's financial literacy program, Oklahoma Money Matters, provides families information and tools about budgeting, consumer credit, student loan management and other personal finance topics.

ReadySetRepay.org

Ready Set Repay, OCAP's student loan repayment initiative, works with student loan borrowers and Oklahoma higher education institutions to help students make smart borrowing choices and successfully repay their student loans. Whether they're in school, in repayment or in default, Ready Set Repay offers borrowers the information, tools and resources they need to make informed borrowing and loan management decisions.

StudentAid.gov

This website features free information from the U.S. Department of Education about preparing and paying for higher education, including FAFSA resources.

StartWithFAFSA.org

StartWithFAFSA.org offers Oklahoma students and parents information and resources to help them understand financial aid and the FAFSA. Videos are provided in English and Spanish to walk students through the FAFSA completion process.

The Counselors' Resource Book

Take a look at *The Counselors' Resource Book: Oklahoma's Colleges and Universities*. You'll find a wealth of information about preparing for higher education and profiles of Oklahoma's colleges and universities. Visit okhigher.org and click on *K-12 Teachers/Staff*, then *Publications*.

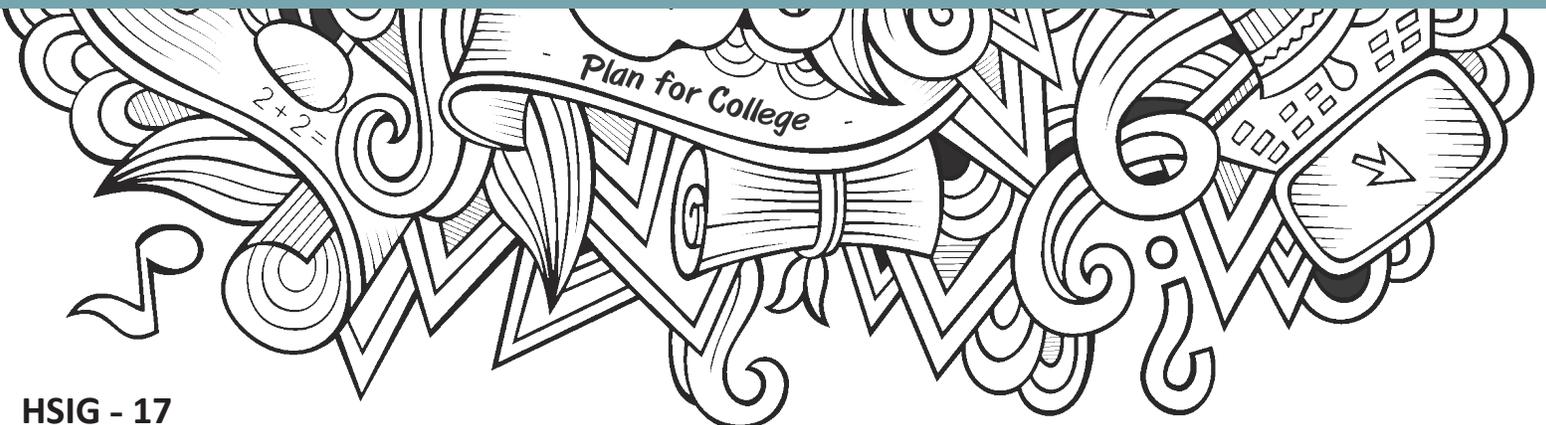


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