

<b>Unit 5 Title:</b> Life-long Learning	
<b>Lesson Title:</b> Completing Applications	<b>Lesson:</b> 2 of 4
<b>Grade Level:</b> 10	<b>Length of Lesson:</b> 55 to 70 minutes
<b>Missouri Comprehensive Guidance Standard:</b> CG 8 Knowing Where And How To Obtain Information About The World Of Work And Post-Secondary Training/Education.	
<b>Grade Level Expectation (GLE):</b> 8.2 Identify the entrance requirements and application procedures for post-secondary options.	
<b>American School Counselor Association National Standard (ASCA):</b> Career Development B. Students will employ strategies to achieve future career goals with success and satisfaction.	

**Materials (include activity sheets and/ or supporting resources)**

Applications from post-secondary institutions and various employment opportunities for students to complete. Checklist to show comparisons of post-secondary institutions to each other as well as employment opportunities to each other.

**Show Me Standards: Performance Goals (check one or more that apply)**

X	Goal 1: gather, analyze and apply information and ideas 10. apply acquired information, ideas and skills to different contexts as students, workers, citizens and consumers
X	Goal 2: communicate effectively within and beyond the classroom 2. review and revise communications to improve accuracy and clarity
	Goal 3: recognize and solve problems
X	Goal 4: make decisions and act as responsible members of society 8. explore, prepare for and seek educational and job opportunities

**This lesson supports the development of skills in the following academic content areas.**

<b>Academic Content Area(s)</b>	<b>Specific Skill(s)</b>
X Communication Arts	1. speaking and writing standard English (including grammar, usage, punctuation, spelling, capitalization)
Mathematics	
Social Studies	
Science	
Health/Physical Education	
Fine Arts	

**Enduring Life Skill(s)**

X	Perseverance	X	Integrity	X	Problem Solving
	Courage		Compassion		Tolerance
	Respect	X	Goal Setting		

**Lesson Assessment (acceptable evidence):**

**Assessment should relate to the performance outcome for goals, objectives and GLE's. Assessment can be question answer, performance activity, etc.**

Successful completion of forms and checklist.

**Lesson Preparation**

**Essential Questions:**

Does anyone really look at applications or are they just pulled out of a hat?

**Engagement (Hook):**

Activity: Show an application that has been poorly completed and ask what is wrong with the application?

**Procedures**

**Counselor Procedures:**

1. Present students with copies of improperly completed applications.
2. Instruct students on all aspects of filling out applications correctly.
3. Counselor will provide copies of three post-secondary institution applications and three employment applications for students to complete.
4. Counselor monitors students' completion of the applications and checks for understanding.
5. The counselor does a final review of the activity.

**Student Involvement:**

1. Students will learn what things are inappropriate to do when completing applications and what to do to correct them.
2. Students listen to explanations.
3. Students will review.
4. Students complete the applications.
5. Students review the activity with the counselor.

**Teacher Follow-Up Activities**

Teacher could arrange to have employees of colleges and/or businesses perform mock interviews with students.

**Counselor reflection notes (completed after the lesson)**

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