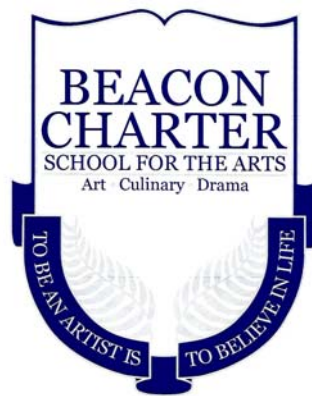


Beacon Charter High School for the Arts



Individual Graduation Plan Manual

2007/2008

The IGP

Objective: Each Beacon student is to keep and update an electronic Individual graduation Plan (IGP). The IGP is available in electronic form and is downloadable in PDF format with editable text. The IGP will be kept for the length of time that the student is at the Beacon School.

Technology: The IGP is found within the school's guidebook (GB). The GB is in PDF form and can be found on the school's web-page, www.beaconart.org.

Oversight: The student's advisor is responsible for checking the progress of the IGP. Every advisory is scheduled into the computer lab at a minimum once every seven weeks. The advisor must check each advisee's IGP every computer lab visit.

The GB is web-based and it can be accessed from anywhere, stored on removable storage (flash drive, CD)

Directions:

1. Obtain a form of electronic storage. A flash drive purchased at the school store is excellent.
2. Log on to www.beaconart.org, go to the parent portal and open the link to the GB.
3. Save the PDF of the GB to your flash drive or home computer.
4. The GB's table of contents is interactive and clicking each entry will bring you to that form's page.
5. Each field on the IGP is editable. Begin by filling in your demographic data.
6. Save the PDF and your changes will be stored for the next time you update the IGP.
7. Remember, you must have Acrobat Reader 7.0 or later to open the PDF

Frequently Asked Questions about the IGP

What is an Individual Graduation Plan (IGP)?

The IGP is a tool for student-artists that will help them to succeed academically, personally and professionally. It charts a student's academic courses, activities, and achievements over their high school experience. IGP's profile a student's unique set of interests, needs, learning goals and graduation requirements. The plan will continually be re-evaluated throughout the high school years to reflect any changes or needs a student may have.

Who creates an Individual Graduation Plan?

The student and their advisor create the IGP. The guidance counselor and teachers are also available to assist in developing the plan. The student is ultimately responsible to develop a personal curriculum, and then they regularly review, evaluate and update the IGP. The process allows students to become active, responsible participants in their educational development and planning and to see their growth over time.

What is included in an Individual Graduation Plan?

- Information on educational/career interests, aptitudes and learning styles
- Career goals and courses needed for a 4-year plan
- Identification of services needed for making transition from high school to college, career, military or other post-graduation options
- Information for developing a résumé such as work experience, school and community activities

Why does a student need an Individual Graduation Plan?

- To increase their awareness of career options and opportunities
- To review their academic achievements
- To determine how to improve their skills
- To organize the records and materials for their career portfolio component

How may I learn more about Individual Graduation Plans?

The IGP is available on-line at www.beaconart.org as a PDF file. Download it, save it and update it as need be. Advisories are perfect for doing the IGP process!

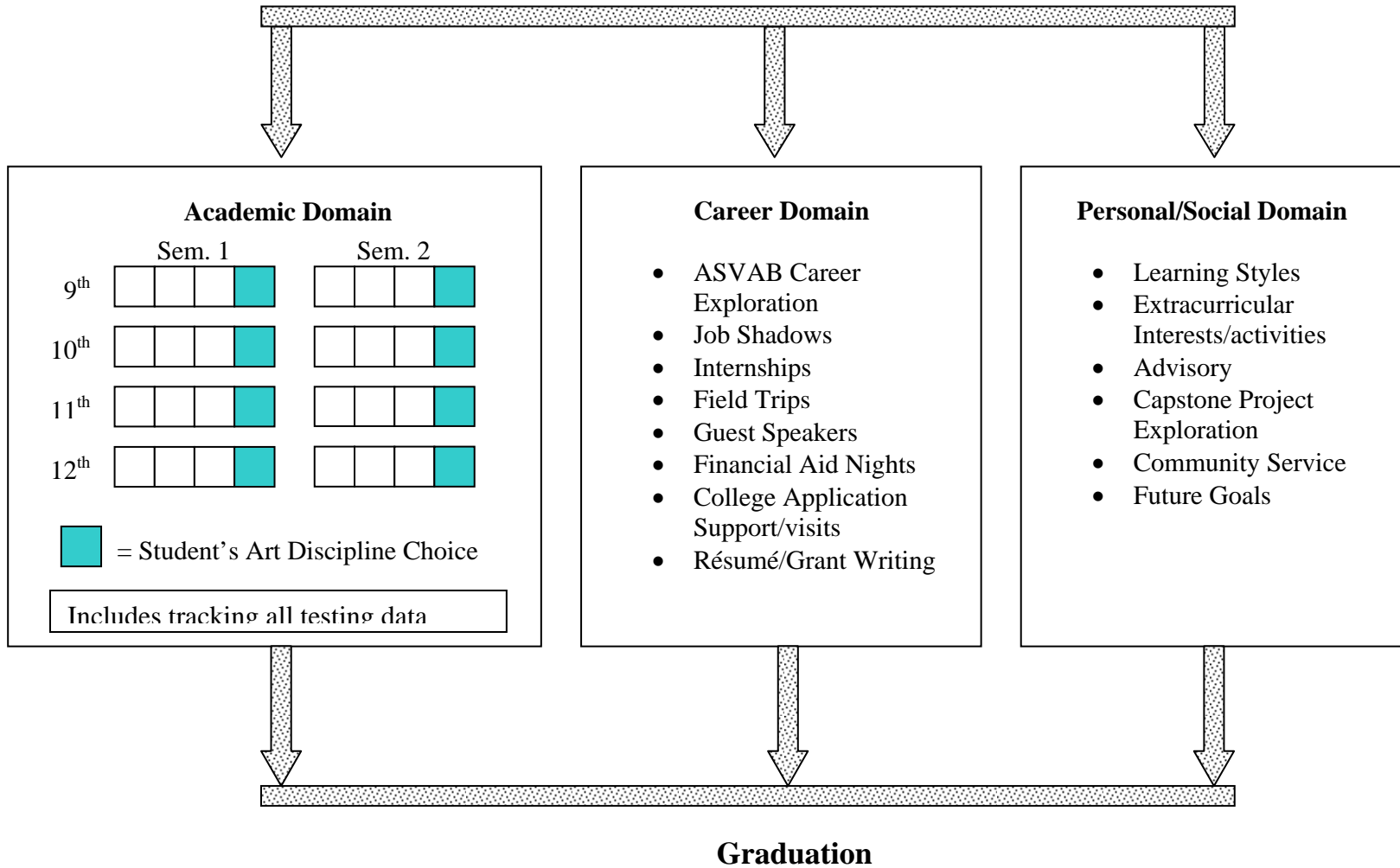
Please note the screen shot taken from Internet Explorer open to the www.beaconart.org website's IGP page.

In the line directly above the guidebook's image are the words, "this document contains active form fields".

This tells you that the IGP is an electronic document that can be written into, edited and saved for future revision.

Beacon Charter High School for the Arts

Framework for the 4-Year Individual Graduation Plan (IGP)



http://beaconart.org/documents/Beacon_Charter_Handbook_08_2.pdf - Windows Internet Explorer

http://beaconart.org/documents/Beacon_Charter_Handbook_08_2.pdf

This document contains interactive form fields. Highlight fields

Individual Graduation Plan

Beacon Charter High School for the Arts

Student Information

Name: _____

Address: _____

Date of Birth: _____ Phone: () _____ Cell: () _____

Parent/Guardian Name: _____

Education History

Name of School	City and State	Grade and Years Attended
High School(s)		
Middle School(s)		
Elementary School(s)		

9th Grade School Year: _____ Advisor: _____

10th Grade School Year: _____ Advisor: _____

11th Grade School Year: _____ Advisor: _____

12th Grade School Year: _____ Advisor: _____

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