



COMMONWEALTH of VIRGINIA
Department of Education

April 5, 2013

TO: Division Superintendents

FROM: Patricia I. Wright, Superintendent of Public Instruction

SUBJECT: 2013-2014 Academic and Career Plan Implementation

Enacted by the 2009 General Assembly, the Board of Education included in its 2009 revisions to the *Regulations Establishing Standards for Accrediting Public Schools in Virginia*, (8 VAC-20-131-5 et seq) provisions for each middle and high school student to have a personal learning plan that aligns academic and career goals with the student's course of study.

Beginning with the 2013-2014 academic year, all schools shall begin development of a personal *Academic and Career Plan* for each seventh-grade student with completion by the fall of the student's eighth-grade year.

Students who transfer from other than a Virginia public school into the eighth-grade shall have the Plan developed as soon as practicable following enrollment. Beginning with the 2014-2015 academic year, students who transfer into a Virginia public school after their eighth-grade year shall have an Academic and Career Plan developed upon enrollment.

The components of the Plan shall include, but not be limited to, the student's program of study for high school graduation and a postsecondary career pathway based on the student's academic and career interests. The Academic and Career Plan shall be developed in accordance with [guidelines](#) established by the Board of Education and signed by the student, student's parent or guardian, and school official(s) designated by the principal. The Plan shall be included in the student's record and shall be reviewed and updated, if necessary, before the student enters the ninth and eleventh grades.

For more details and resources, refer to the [Academic and Career Plan](#) on the [Virginia Department of Education](#) Web site. If you have any questions, please contact Joseph Wharff, school counseling career connections specialist, by e-mail at Joseph.Wharff@doe.virginia.gov or by telephone at (804) 225-3370.

PIW/LBH/sgj