

# CAL FARLEY'S AFTER HIGH SCHOOL TOOL BOX

# BOYS RANCH

Independent Living Program









THIS POST GRADUATION PLANNING GUIDE BELONGS TO:

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- SUBMIT MERIT SCHOLARSHIP APPLICATION
- o OPEN CHECKING / SAVINGS ACCOUNT
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- COMPLETE THE GRADUATION PLAN

How do I discover my after graduation plan ...

What makes the difference between a person experiencing great fulfillment because of diligent labor and one whose reward is failure or mediocrity at best?

The answer to this question is a **good plan**. A process that allows ordinary individuals to achieve extraordinary results in their lives.

A problem of our day is lack of initiative and follow through. Many talented young people are waiting for someone to tell them what to do. They have been waiting many years and accomplishing very little while they wait.

The purpose of this planning resource is to guide you through the ideal-realizing craft of creating a plan for after graduation. After working through this guide, you will be set on your way with a purpose and a plan of action.

# The person who aims at nothing is sure to hit it every time

- Cal Farley

Developing a plan for one's self is somewhat like plotting a course on an extensive road trip. The plan developed can be compared to a road map with precise instructions on which directions to take at any particular time.

Obviously, the road map is useless unless the individual is aware of his/her starting point. In the same way, anyone creating a plan for their life must first evaluate his current state and then evaluate that against their ultimate goals.

The following questions can be used to determine your current situation and help you better understand yourself as you plan your future. Remember, "it's where you're going that counts." By starting with these questions, you should be able to identify an initial plan that will get you started on preparing for your future.

# Develop an Independent Living Plan



# ✤ <u>CHECK WHEN COMPLETE</u>

□ Form an Independent Living Plan

# \* After Graduation Planning

Rate yourself on a scale of 1-10 in the following areas:

10 = expert

1 = very little knowledge

	Life Skill	Rating	
Money Management			
Food Preparation			
Personal Appearance			
Health			
Housekeeping			
Educational Planning			
Job Seeking Skills			
Job Maintenance Skills			
Emergency and Safety			
Community Resources			
Communication Skills with O	thers		
Legal Knowledge			
Housing			

Which life skill(s) area do I need the most help with?

# \* Career Planning

What do I want to do after I graduate?

- □ Join the Workforce
- □ Attend a Community College
- □ Attend a Vocational or Trade Program
- □ Attend a 4-Year University
- □ Join the Military
- □ Uncertain/No Plans

#### What programs or careers do I have an interest in now?

Career Choice #1

Career Choice #2

What kind of education/training will I need for the job or career I want?

- □ One-year community college/vocational certificate
- □ Two-year community college degree (associate degree)
- □ Four-year (or longer) university degree (bachelor's, master's degree)
- □ On the Job Training
- □ Military Service

There are thousands of possible careers. Why do I want to follow this career path?

What is the most important thing I am looking for in a job?

#### ✤ Simple Career Assessment

What are/were my favorite two subjects in school?

When I have free time what do I like to do? (Check as many as you want)

□ Playing Sports

 $\Box$  Reading

- □ Computer/Video Games
- $\hfill\square$  Collecting Items
- □ Building/Creating Things

What type of personality do I have? (Check one)

□ Talkative

□ Thinker/Listener (more listening than talking)

□ Helper – "I must help others, always finding a solution"

□ Leader – "I must be strong"

Do I want a job working indoors or outdoors? (Check one)

□ Indoors

 $\Box$  Outdoors

Do I want to work with my hands (physical) or head (mental)?

□ Physical

□ Mental

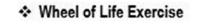
Is making money the most important thing to me? (Check one)

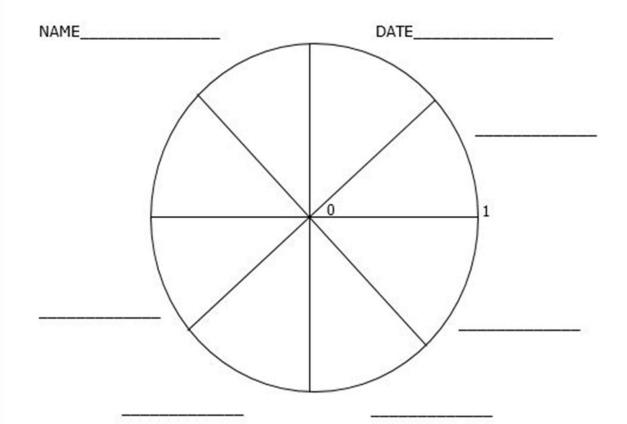
□ Yes

🗆 No

**THINK IT THROUGH**. Based on your answers to the above questions, is your career choice a good fit or do you need to consider a different career field? For example, if you want to be an engineer, but do not like math, engineering is probably not a good fit since engineering requires a lot of math.



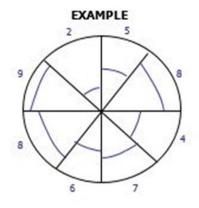




#### INSTRUCTIONS



- Think about what success or satisfaction would feel like for each area
- Rank your level of satisfaction with each area of life by drawing a line across each segment. Place a value between 1 (very dissatisfied) and 10 (fully satisfied) against each area to show how satisfied you are currently
- The new perimeter of the circle represents your Wheel of Life



# \* Independent Living Skills

Do I have a driver's license?

Yes 🗆 No 🗆

If no, what is my plan for getting a driver's license and when?

What is my plan for purchasing a personal vehicle? Before or after graduation?

How much money do I have to spend on a car?

### ✤ HOUSING

Where will I live after I graduate:

With Parent		With Relatives □	Military 🗆	Other 🗆
College Dorm		Personal Apartment	Alumni Support Center	
What expense	es will I be respons	ble for in this housing option?		For

#### ✤ HEALTH INSURANCE

What type of medical coverage will I have after graduation?

I understand what prescription medicines I will require after graduation?

I understand how to obtain medical insurance.

Yes □ No □

I know how to get emergency medical health care.

Yes 🗆 No 🗆

I understand basic first aid.

Yes 🗆 🛛 No 🗆

I can usually determine when professional medical help is necessary.

Yes 🗆 🛛 No 🗆



#### ✤ FINANCES

I have a checking and/or savings account other than my BR accounts.

Yes  $\Box$  No  $\Box$ 

I understand the need to establish an emergency fund as soon as possible after graduation. I also understand this fund should be approximately \$500.00 to \$1000.00.

Yes □ No □

I will have the following amount in my savings when I graduate:

I will receive financial support from parents/family after graduation.

Yes 🗆 🛛 No 🗆

# SPIRITUAL

I will continue to attend church after I graduate.

Yes 🗆 🛛 No 🗆

I would like help in understanding how to select a church after graduation.

Yes □ No □

I would like help in selecting youth ministries or service organizations to join after graduation.

Yes 🗆 🛛 No 🗆

My spiritual development is important to me.

Yes 🗆 🛛 No 🗆

What I will tell others when asked about my after-graduation plans... ✤ AFTER GRADUATION PLAN A

My plan after graduation is to ...



Failing to plan is planning to fail. If plan **A** or **B** doesn't work, just remember there are 24 more letters in the alphabet!

# Educational Planning

Have you calculated the annual cost of attendance at your chosen college, technical program, trade school?

Yes □	No 🗆	Annual Cost:
Register for a	Federal Student	ID
Yes □	No 🗆	FSA ID:
Understands a	annual federal fin	nancial aid application requirements; submitted FAFSA
Yes □	No 🗆	https://fafsa.ed.gov/
Completed fin	ancial aid couns	eling: understands loans, grants, scholarships
Yes 🗆	No 🗆	

# ✓ CHECK OFF WHEN COMPLETE

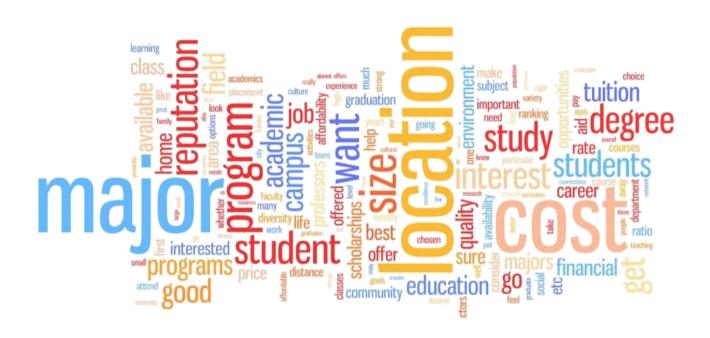
- $\hfill\square$  Enrolled in a post high school program where you can be successful
- □ Understands financial aid requirements, how to apply for grants and scholarships
- □ Successfully submitted the FAFSA https://fafsa.ed.gov/



# \* Cost of Attendance – College or Technical Program

Top Five Colleges or Trade Schools I want to Attend	Cost to Attend this College or Trade School	How Much Money I Expect to Have to Attend this Program	Balance I Will Owe (Difference)

- Which choice is the most affordable?
- Which choice is least affordable?



Step 7
Step 6
Step 5
Step 4
Step 3
Step 2
Step 1

# ✤ SCHOLARSHIPS

Search for scholarships early and often! You won't be awarded a scholarship if you don't apply!

# How do I find scholarship opportunities?

- o High School Counselor or College Advisor
- o College/University Financial Aid Office
- o U.S. Department of Labor
- o Federal Department of Education
- o Local Library Search
- o Foundations, Religious Organizations, Local Businesses, or Political Groups
- o Organizations Related to Your Field of Interest
- o Ethnicity-based Organizations
- o Employer or Your Parents' Employers
- Free Scholarship Databases

#### **USEFUL LINKS**

- ✓ Fastweb.com
- ✓ Studentaid.ed.gov
- ✓ Actx.edu/fin/
- ✓ Unigo.com







College search made simple.™

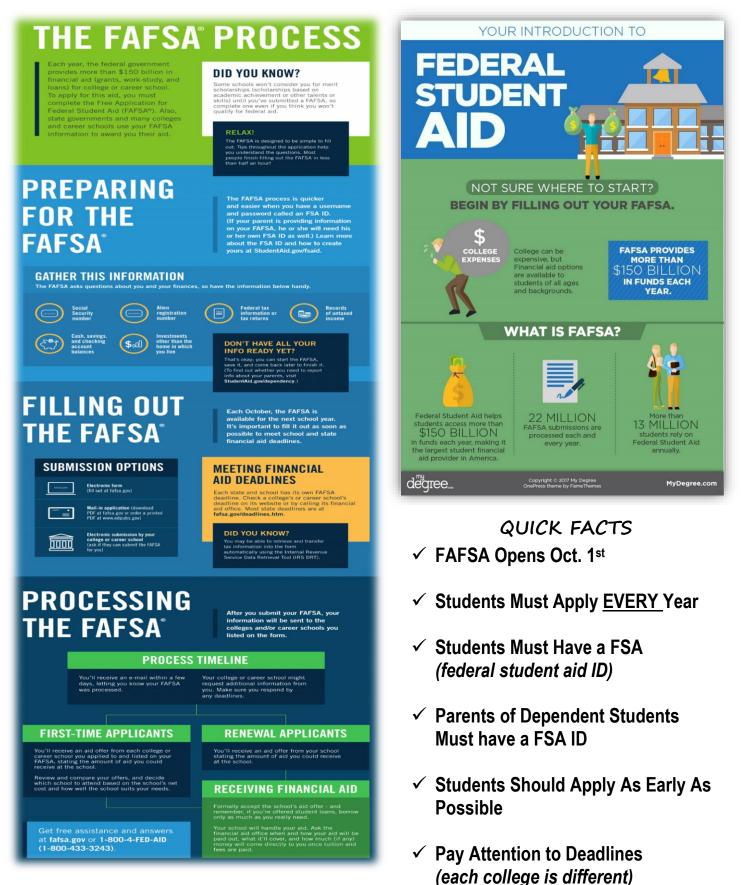


When do I apply for scholarships?

Apply for scholarships as early as possible! Each scholarship will have a unique deadline so be mindful of the date on the application. Some deadlines are as the fall of your senior year in high school, so, you should be researching and applying for scholarships during the summer between your junior and senior year.



# ✤ Free Application for Financial Aid (FAFSA)



For Help Applying for Financial Aid Visit https://fafsa.ed.gov/help.htm

# ✤ HEALTH INSURANCE

# ✓ Check When Complete

# Health

- □ Has Medical Insurance or Medicaid Eligible
- □ Understands How to Obtain Heath Insurance
- Completed the Cal Farley's After Graduation Health Assessment
- □ Has Copies or Understands How to Obtain Personal Medical Records
- □ Understands How to Obtain Health Care Services and Prescription Refills
- □ Maintains Healthy Sexual Habits; Understands Birth Control
- □ Has Access to a Personal Doctor/Nurse Practitioner; Dental Care
- □ Understands Mental Illness; Understands How to Access Support
- $\hfill\square$  Understands Chemical Dependency and How to Obtain Help



# Cal Farley's Boys Ranch – Medical Transition Assessment for Senior Residents

Filling out this medical survey helps your team assess the areas you will need assistance in before graduation. If you need help completing the form, please ask your parent or caregiver.

Date:

Name:

Transition Importance and ConfidenceOn a scale of 0 to 10 please circle the number that best describes how you feel right nowHow important is it to you to prepare for/change to other medical providers after graduation?

0 (not)	1	2	3	4	5	6	7	8	9	10 (very)
How confiden	t do you fee	el about you	r ability to pr	epare for/ch	nange to othe	r medical pr	oviders after	graduation?	>	
0 (not)	1	2	3	4	5	6	7	8	9	10 (very)
My Health	Ple	ase check th	e box that ap	oplies to you	right now.		l know this	! I need t	o learn!	
I know my me	edical need	S.								
I can explain	my medica	I needs to o	thers.							
I know my sy	mptoms in	cludina one:	s that I quic	klv need to	see a doctor	about.	Π			
I know what to	•	•		•						
I know my ow				• •	d to take the	m.				
I know my alle										
I carry import allergies, m					insurance c ical summar					
I understand	how health	care privac	y changes a	nt age 18 wh	en legally ar	n adult.				
I understand	how health	care privac	y changes a	nt age 18 wh	en legally ar	n adult.				
Using Health	Care									
I know how to	o make my	own doctor	appointmen	its.						
Before a visit	, I can thinl	k about ques	stions to asl	k.						
I will have a w	vay to get t	o my doctor	's office.							
I know to sho	w up 15 mi	nutes befor	e the visit to	check in.						
I know where	to go to ge	et medical ca	are when the	e doctor's o	ffice is close	ed.				
l will have a fi	ile my med	ical information	tion after gra	aduation.						
I will have a c	opy of my	current plan	of care afte	er graduatio	n.					
I know how to	o fill out me	dical forms								
I know how to	o get referra	als to other	providers.							
I know where	my pharm	acy is and h	ow to refill r	my medicine	es.					
I know where	to get bloc	od work or x	-rays if my o	doctor order	rs them.					
I have a plan	so I can ke	ep my healt	h insurance	after 18 or	older.				_	
My family al at age 18.	nd I have d	iscussed my	ability to m	ake my own	health care	decisions			_	

# MONEY MANAGEMENT

# ✓ Check When Complete

# Finances

- □ Understands Banking Services (opening accounts, check cashing, bank deposits, ATM)
- □ Understands Parts of a Paycheck; How to Read a Paystub (withholdings, net/gross pay)
- □ Understands Tax Filing Dates and Tax Returns; Taxpayer Responsibilities
- □ Has Created a Realistic Budget of Typical Expected Expenses When Living Alone
- □ Maintains a Consistent Savings Program
- □ Recognizes Importance of Establishing an Emergency Fund



# SAMPLE BUDGET – Young Adults

1. Your Income		
A. Take-Home Pay (Wages and tips)		
B. Additional Income (Side business, interest, etc.)	\$ -	
Total Income		

2. Your Expenses		
A. Housing (Rent or mortgage plus taxes and insurance)	\$	
B. Transportation (Car payments, gas, insurance, tolls, etc.)		
C. Utilities (Gas, Electricity, Water, etc.)		
D. Subscriptions (Netflix, internet/wifi, cell phone, gym, etc.)		
E. Groceries		
F. Medical (Co-pays, prescriptions, etc.)	\$ -	
G. Dining, travel, and entertainment		
H. Other discretionary (hobbies, personal care, etc.)		
I. Debt payments (Credit cards, student loans, etc.)		
J. Savings	\$ -	
K. Custom (Court cost, child support, tickets, etc.)	\$ -	
Total Expenses	\$ -	

3. Your Bottom Line	
Income Minus Expenses	\$ -

# **\*** SAVING GOAL WORKSHEET

What goals will you be saving for in your near future?

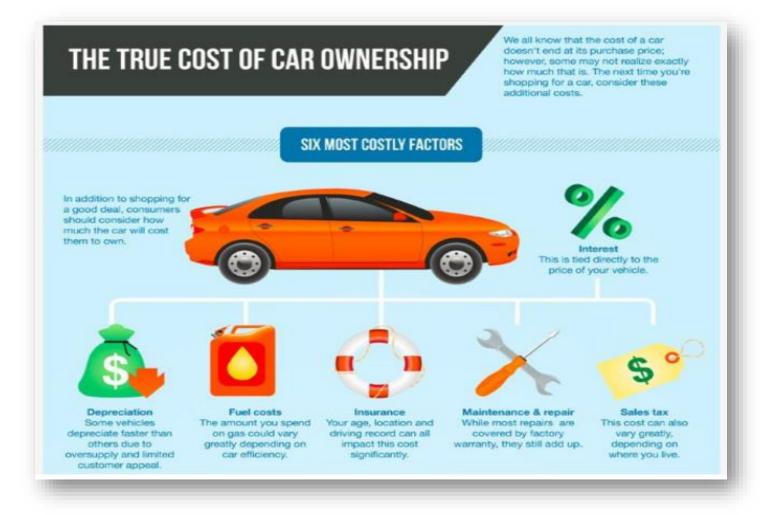
GOAL	TERM	TOTAL COST	MONTHLY COST	WAYS TO REACH
Specific	Timed	Measurable	Realistic	Action
o Car	o 3 Years	o <u>\$10,000</u>	o <b>\$277</b>	<ul> <li>Open separate Savings Account</li> <li>Cut back on spending</li> </ul>

# ✤ TRANSPORTATION

#### ✓ Check When Complete

#### Transportation

- □ Understands Public Transportation System (reading bus or subway routes/schedules)
- Understands Transportation Options (public, personal, ride-share)
- □ Has a Valid State Driver's License
- □ Understands Basic Roadside Emergency Skills, Can Change a Flat Tire
- □ Understands How to Purchase a Car (see used car buying worksheet)
- Understands Responsibilities of Car Ownership (title, registration, inspection, insurance)
- □ Understands State Insurance Requirements, How to Obtain Vehicle Insurance
- Understands Basic Car Repair, Maintenance, Record Information (see car repair log)
- □ Understands What Steps to Take if Involved in a Car Accident
- □ Able to Provide Own Transportation (school, work, doctor, etc.)



# ✤ USED CAR QUESTIONAIRE



If you are in the market for a used car, remember patience is key. Look for potential purchase opportunities from reliable family friends or responsible co-workers. Check out these websites for vehicles in your area:

www.carvana.com www.recycler.com

CarGurus





If you find a vehicle online you are interested in, contact the seller and ask the questions below. If a seller is hesitant or unwilling, you probably need to continue your car search. If you are satisfied with the responses, you can arrange to view the car in person and have a mechanic inspect the car with the assistance of the ILP.

#### Car Information

Year/Make/Model: \_\_\_\_\_\_ Auto/Manual Transmission: \_\_\_\_\_ Mileage: \_\_\_\_\_ Color: \_\_\_\_\_

#### Specific Information Questions

- ✓ Does the car come with a spare tire and jack?
- ✓ Do the air conditioner, heater, and defroster work without issue?
- ✓ Does the car have a clear title? Is it in the seller's possession?
- ✓ Are there any signs of smoking or pet damage?
- ✓ How much is this car after fees and licensing? (if buying from a car lot, dealership)
- ✓ Does the car have a current and comprehensive schedule of maintenance history?
- ✓ Are there any outstanding recalls on the car?
- ✓ Is the car still under any kind of warranty?
- ✓ Is this the best price you can offer?

#### Red Flag Seeking Questions

- ✓ Has this car ever been repainted?
- ✓ Does the car leak any fluids?
- ✓ Has the car been in any accidents?
- ✓ What mandatory fees do I have to pay?
- ✓ Can I test drive the car?
- ✓ Why are you pricing the car this way?
- ✓ Can I see this car's maintenance schedule history?
- ✓ Would you drive this car from coast-to-coast tomorrow?
- ✓ Can I take this to my licensed mechanic?
- ✓ How many previous owners have had this car?

Follow your intuition, if you feel the seller is dishonest when answering the questions; do not hesitate to move on. Remember your money goes further buying a good car than spending money repairing a lemon.

# ✤ CAR REPAIR LOG

Vehicle	Date	Inpection/ Repair/ Etc.	Description

# ✤ JOB SKILLS

✓ Check When Complete

# Job Searching, Job Maintenance

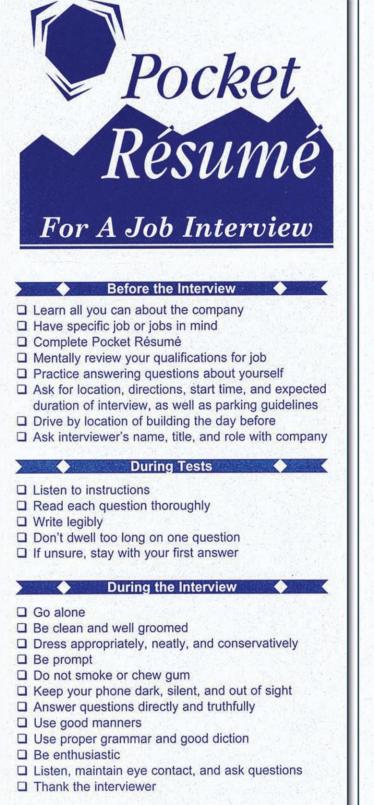
- $\hfill\square$  Understands How to Complete a Job Application; Has Updated Resume
- Understands How to Search for Employment (newspapers, social media, web, family, etc.)
- □ Successfully Completed Mock Interview; Participated in Career Training Events
- □ Is Able to Get Up and Get to Work/School On-Time <u>without</u> Assistance

□ Understands Suitable Employee Conduct and Responsibilities; Understands Behaviors Leading to Termination



# Job Skills – Pocket Resume & Fact Sheet

Complete and carry with you on your job search



Employers often ask for this information at a job interview. Fill in this résumé ahead of time and take it with you as a reference. Add additional sheets if necessary.

School	School	
Address	Address	121 - A 14
Course/Subject	Course/Subject	
Degree Date	Degree Date	
Activities (clubs, offices	, sports, etc.)	

	Previou	is Employme	ent 🔶 👘	K
		and part-time jobs,		
Employer	1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1	Employer		
Address	1. 1. 1. 1. 1.	Address	and the second second	
Job Title	1. 2. 2. 2. 2.	Job Title		
Dates	Salary	Dates	Salary	
Employer		Employer	March Call 7	
Address	Mader Main	Address		
Job Title	State Constant	Job Title		
Dates	Salary	Dates	Salary	-
Employer		Employer		
Address	Sold Blog BUB	Address	Net Street Man	
Job Title	1.	Job Title		
Dates	Salary	Dates	Salary	
Military Service	9			
Certificates	and the			
Special Trainin	g	12.63.9		
Hobbies or Inte	erests	The state of the		

References

(Get permission before using names)

<u> </u>		
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# ✤ SAMPLE RESUME

#### Your Name yourname@bestperson.org

**<u>OBJECTIVE</u>**: Creative, talented, and customer service driven young adult seeking a position within a growing company.

#### JOB EXPERIENCE

- Joe's Realty and Phat Cribs International (2000-2008)
- Children's Theater Company (2008)
- Bob's Janitorial (2009)
- Tasty Snack Bar (2011-2013)

#### **EXPERIENCE HIGHLIGHTS**

- · Office work, showing apartments, customer service
- Speaking, directing, teaching and organizing a group of actors
- · Provided cleaning services to customers in School district
- · Provided customer service to domestic and international tourist.
- Preformed duties as assigned such as running errands, making deposits and managing office mail.

#### **VOLUNTEER /INTEREST ACTIVITIES:**

- Raised \$6000 for Haiti in Feed the Hungry Program (2009)
- Participated in Evelyn Rivers coat drive (2011)
- Fundraiser for coat drive for the needy (2006)
- Fed Homeless at Faith City Mission (2010, 2011)
- Member in Youth Leadership Organization (2012)
- Officer in Fellowship of Christian Athlete (2012)
- **EDUCATION:** Adams High School, Dallas, Texas Will graduate with recommended Diploma in June 2013
- REFERENCES: Jane Doe Manager, Joe's Realty 555-121-0101 Bob Barker – Owner, Children's Theater Company 555-121-0201 Joe Brown – Manager, Bob's Janitorial 555-121-3212

# ✤ HOUSING /LEGAL

# ✓ Check When Complete

# Housing

- □ Understands a Rental/Lease Agreement
- □ Understands Tennant Rights, Landlord Responsibilities
- □ Understands how to secure safe, appropriate, and inexpensive housing
- □ Has a Safe Place to Live After Graduation
- □ Understands Who to Contact to Turn on Utilities, Receive Assistance if Utilities Are Cut Off

# Legal

- Understands Legal Consequences for Various Offenses (shop lifting, speeding ticket, inappropriate relationship with minor, possession of paraphernalia, guilt by association)
- □ Understands How/When to Obtain Legal Representation
- □ Understands What Action to Take in a Car Accident



# ✤ COMMUNITY RESOURCES

# ✓ Check When Complete

□ Connected to Different Groups as Appropriate (*church, academic, clubs, organizations*)

□ Understands How to Replace Important Documents (*social security card, birth certificate, driver's license*)

 $\hfill\square$  Understands Where/How to Receive Social Services if Needed

□ Maintains a List of Important Telephone Numbers

# Important Phone Numbers

First Name	Last Name	E-mail	Home Phone	Comments
Boys Ranch	Main Office	-	806-533-1200	
Boys Ranch	High School		806-533-1438	
Boys Ranch	Clinic		806-534-2213	
Cal Farley's	HQ-Amarillo		800-687-3722	
Cal Farley's	Alumni Services		806-322-2531	
		JS R	AN	
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		*	*	
			*	
		TO	L.	
		ND.	EAL	
		ENDED BY	CALFAR	

# ✤ COMPLETE THE PLAN

# ✓ Check When Complete

- □ Complete Merit Scholarship Application
- Complete Medical Transition Assessment
- □ Open Checking & Savings Account
- Complete After Graduation Plan
- □ Obtain Certified Copy of Birth Certificate
- □ Maintain Possession of Social Security Card
- □ Retain "Records Folder" that Contains Important Documents/Paperwork



# **AFTER GRADUATION SCHEDULE**



✓ Important Upcoming Tasks, Activities, or Events

EVENT/TASK	DATE/TIME