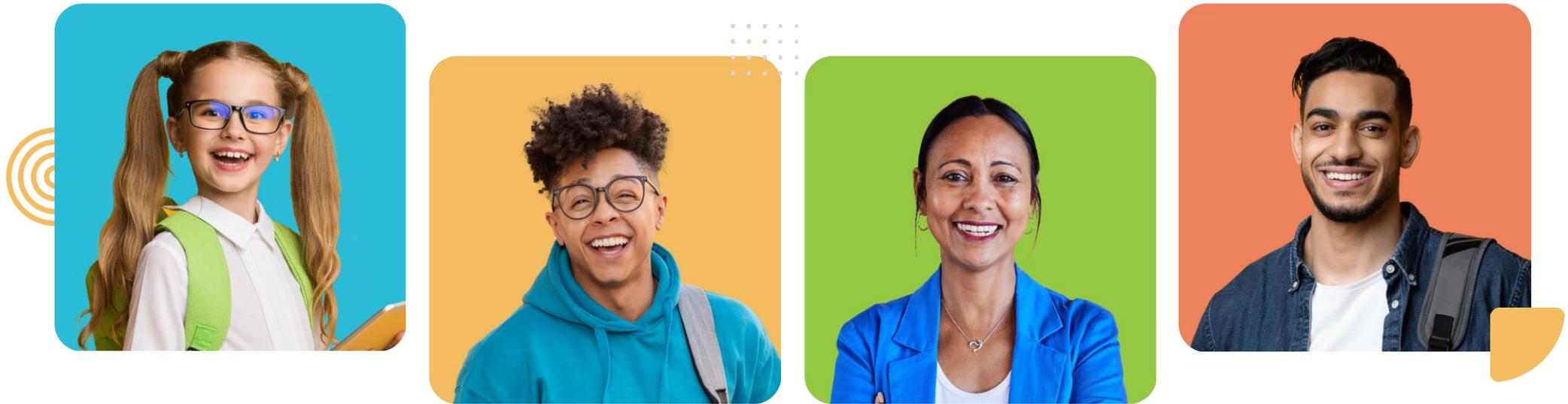


OKCOLLEGESTART.ORG

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Using OKcollegestart to Support Career Pathways

March 2026

Meet the Presenters



**Kimberly
Borden**

XAP Client
Success Leader



**Aysha
Petricek**

OKcollegestart
Specialist



**Theresa
Shaklee**

OKcollegestart
Coordinator

Agenda

- Graduation Requirement Changes
- Career Pathways on OKcollegestart
- Report Updates
- End-of-the-Year ICAP Tasks
- Summer Academies & Professional Development
- OKcollegestart Resources





Graduation Requirement Changes



Graduation Requirement Resources



- [OSDE Academic Advisement](#)
 - Graduation FAQs
 - Graduation Toolkit
 - Class of 2030 Checklist

High School Graduation Resources

Class of 2030 and Beyond

- [Graduation FAQs](#)
- [Complete Graduation Toolkit](#)
- [Class of 2030 Checklist](#)

2030+ Graduation Requirements

COURSEWORK REQUIREMENTS

ENGLISH (4)

- English I
- English II
- English III
- English IV
- Other Approved Course

LABORATORY SCIENCE (3)

STUDENTS MUST TAKE BIOLOGY I, A PHYSICAL SCIENCE COURSE, AND A 3rd SCIENCE AT OR ABOVE THE RIGOR OF THE BIOLOGY I OR PHYSICAL SCIENCE COMPETENCIES

- Biology I
- Chemistry, Physics, or Physical Science
- Other Physical Sciences
- Other Life Science
- Earth / Space Science

MATHEMATICS (4)

4 ARE REQUIRED IN GRADES 8-12, INCLUDING ALGEBRA I AND EITHER GEOMETRY OR ALGEBRA 2

- Algebra I
- Geometry
- Algebra II
- Algebra III
- Pre-Calculus
- Other Approved Course
- Other Approved Course

HISTORY & CITIZENSHIP (3)

- 1/2 OK History
- 1/2 Government
- US History
- Other Approved Course

CAREER PATHWAY UNITS (6)

STUDENTS MUST TAKE 6 COURSES THAT ALIGN WITH THEIR INDIVIDUAL CAREER ACADEMIC PLAN

<input type="checkbox"/>	<input type="checkbox"/>	

ELECTIVES (3)

IT IS HIGHLY RECOMMENDED THAT ELECTIVES INCLUDE 2 UNITS OF THE SAME WORLD LANGUAGE AND 2 UNITS OF PHYSICAL/HEALTH EDUCATION.

<input type="checkbox"/>	<input type="checkbox"/>	



As of 2/19/2026

Components of Plan of Study



Subject Areas

School Course List



**Graduation
Requirements**

Programs of Study

Subject Areas

- “Career Pathway Units” will be added to the list of subject areas for all schools over the summer.
- If your school wants to customize subject areas further, email OKcollegestart@ocap.org.
- All grades will see all subject areas but will see zero required units if they don't apply.

Statewide Subject Areas

9th Grade

10th Grade

11th Grade

12th Grade

English

Mathematics

Laboratory Science

World Language or Computer
Technology

History and Citizenship

Additional Unit

Fine Arts or Speech

Electives

Career Pathway Units

Student View

Graduation Requirements

- Existing **College Prep/Work Ready** set will not be changed. It's visible to the classes of 2026-2029.
- Existing **Core Curriculum** set will not be changed. It's visible to the classes of 2026-2029.

Graduation Requirements 2026-2029

Choose Graduation Requirements

College Preparatory/Work Ready Curriculum Graduation Requirements

Starting with the class of 2026
Ending with the class of 2029

[More Info](#)

✓ Select

Students entering 9th grade are required to enroll in the College Preparatory/Work Ready Curriculum.

This curriculum is aligned to the requirements for college admission at Oklahoma's colleges and universities and to Oklahoma's Promise, a program that provides a college tuition scholarship for students who meet specific eligibility requirements.

Students must meet additional requirements related to statewide student assessments, Personal Financial Literacy, and CPR/AED training. Students are required to complete an Individual Career Academic Plan (ICAP) during grades 9-12. Students must also complete the Free Application for Federal Student Aid (FAFSA) during their senior year. Students are required to pass the U.S. naturalization test in order to graduate from a public high school with a standard diploma.

For more details, visit <https://oklahoma.gov/education/services/student-development/graduation-resources/academic-advisement-resources.html>.

Core Curriculum Graduation Requirements

Starting with the class of 2026
Ending with the class of 2029

[More Info](#)

✓ Select

Students may only enroll in the Core Curriculum if a parent/legal guardian gives approval in writing for the student to opt out of the College Preparatory/Work Ready Curriculum.

Not all courses in this curriculum are aligned to requirements for college admission, but students may be admitted to college or may be eligible for the Oklahoma's Promise scholarship if they complete the required coursework for college admission.

Students must meet additional requirements related to statewide assessments, Personal Financial Literacy, and CPR/AED training. Students are required to complete an Individual Career Academic Plan (ICAP) during grades 9-12. Students must also complete the Free Application for Federal Student Aid (FAFSA) during their senior year. Students must pass the U.S. naturalization test in order to graduate from a public high school with a standard diploma.

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Student View

Graduation Requirements

- Over the summer, a new **Oklahoma Graduation Requirements** set will be added. It will be visible to the classes of 2030 and beyond.
- You can **then make changes** if your school's requirements are higher than the state minimum requirements.

Graduation Requirements 2030+

Choose Graduation Requirements

These are the graduation requirements that will be compared to your plan of study to track your progress to graduation. Your counselor will also use it to track your progress.

Click Continue to edit your plan of study.

Oklahoma Graduation Requirements (Statewide)

Starting with the class of 2030 [More Info](#)

Continue

Beginning with the class of 2030, Oklahoma has a single set of graduation requirements.

Students must meet additional requirements related to statewide student assessments, Personal Financial Literacy (completed during grades 10-12), and CPR/AED training. Students are required to complete an Individual Career Academic Plan (ICAP) during grades 9-12. Students must also complete the Free Application for Federal Student Aid (FAFSA) during their senior year. Students are required to pass the U.S. naturalization test in order to graduate from a public high school with a standard diploma.

Students should review the [admission requirements for Oklahoma colleges and universities](#).

Students enrolled in the Oklahoma's Promise scholarship program should review [course requirements](#) as well.

Students can view the state's high school graduation checklist on the [Oklahoma State Department of Education's Academic Advisement Resources page](#).

Student View

Editing Graduation Requirements

OKCOLLEGESTART.ORG Professional Center

Welcome, Theresa Shaklee
Braman Public School

Students & Groups Reports Resources Communication Colleges & Applications **Administration**

Administration School Account



School Course Planning

Use the links below to **view**, **create**, or **update** your school's course plans.

View indicates your course plans are managed at the district level. To customize for your school, contact your district administrator or XAP Customer Support at support@xap.com or 1-800-468-6927.

Create indicates your course plans *can* be managed by your individual school.

If you click any of the Create links, a school managed course list, grad requirements and programs of study will be created for your school and your school will NOT receive any future course planning updates from the state or district.

Update indicates your course plans *are* managed by your individual school. A school managed course list, grad requirements and programs of study have been created for your school. Thus, your school will NOT receive any future course planning updates from the state or district.

1. [Update School Course List](#)
(Last updated on April 24, 2025 by Theresa Shaklee)
2. [Update School Grad Requirements](#)
(Last updated on March 20, 2025 by Theresa Shaklee)
3. [Update School Programs of Study](#) ⓘ
(Last updated on August 08, 2025 by Theresa Shaklee)

Grad Requirements – Available Sets

These are the sets of grad requirements that are available for students to use in Your Plan of Study to compare with their course plans.

You can edit the requirements for a set, add a new set of requirements, delete an old set, or disable a set so that it won't be available to students. (The system-defined sets can be disabled but not deleted.)

Grad Requirements Sets	Status	Actions
College Preparatory/Work Ready Curriculum Graduation Requirements Starting with the class of 2026	Enabled Unedited Predefined set	Edit Disable
Core Curriculum Graduation Requirements Starting with the class of 2026	Enabled Unedited Predefined set	Edit Disable

[+ Add a New Set](#)

Editing Graduation Requirements

Grad Requirements - Edit Set

This set of grad requirements can be available for students to use in Your Plan of Study to compare with their course plans. You can edit the name of the requirement set, change the students to which it applies, edit the credits required for each subject area and add or change the explanatory notes.

[Restore Original Requirements](#) (before any editing)

Set Details

Requirements set name:

Description: *Shown to students to help them choose a set to compare to their plan of study.*

Applies to: All students Specific graduating classes:

Classes starting with:

through classes ending with:

Credit Requirements

Enter credit requirements and notes for subject areas and the total credit required. If a subject area requirement can be satisfied by credits from other subject areas, then leave the requirement for the subject area as zero. The requirement will be accounted for by the total credits required in the student plan of study checkup.

Subject Area	Credits Required	Grad Requirement Notes <small>These notes will appear with the grad requirements when students are viewing course plans</small>
English	<input type="text" value="4"/>	Must include 4 units from: -English I -English II -English III -English IV -Other Approved Course
Mathematics	<input type="text" value="3"/>	3 units required in grades 9-12 -Algebra I -Geometry -Algebra II -Algebra III

Editing Graduation Requirements



Choose Graduation Requirements

College Preparatory/Work Ready Curriculum Graduation Requirements

Starting with the class of 2023 [More info](#)

✓ Select

Students entering the 9th grade are required to enroll in the College Preparatory/Work Ready Curriculum.

This curriculum is aligned to the requirements for college admission at Oklahoma's colleges and universities and to Oklahoma's Promise, a program that provides a college tuition scholarship for students who meet specific eligibility requirements.

Students must meet additional requirements related to statewide student assessments, Personal Financial Literacy Passports, and CPR/AED training. Each student is required to complete an Individual Career Academic Plan (ICAP) during grades 9-12.

Beginning with students entering the ninth grade in the 2021-2022 school year (class of 2025), each student is required to pass the United States naturalization test in order to graduate from a public high school with a standard diploma.

For more details, visit <http://sde.ok.gov/sde/achieving-classroom-excellence-resources#hsgr>.

Core Curriculum Graduation Requirements

Starting with the class of 2023 [More info](#)

✓ Select

Students may only enroll in the Core Curriculum if a parent or legal guardian gives approval in writing for the student to opt out of the College Preparatory/Work Ready Curriculum.

Not all courses in this curriculum are aligned to requirements for college admission, but students may be admitted to college or may be eligible for the Oklahoma's Promise scholarship if they complete the required coursework for college admission.

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Beginning with students entering the ninth grade in the 2021-2022 school year (class of 2025), each student is required to pass the U.S. naturalization test in order to graduate from a public high school with a standard diploma.

For more details, visit <http://sde.ok.gov/sde/achieving-classroom-excellence-resources#hsgr>.

Laboratory Science

Physical Science
1 credit(s)

A

✓ Completed

Edit

Biology I
1 credit(s)

Enrolled

Edit

Edit

Edit

Completed: 1 cr
Enrolled: 1 cr
Planned: 0 cr

Your Total: 2 cr
Required: 3 cr

More info

Total

Completed: 3.5 cr
Enrolled: 0 cr
Planned: 0 cr

Completed: 0 cr
Enrolled: 3.5 cr
Planned: 0 cr

Completed: 0 cr
Enrolled: 1 cr
Planned: 3 cr

Completed: 0 cr
Enrolled: 0 cr
Planned: 1 cr

Completed: 3.5 cr
Enrolled: 4.5 cr
Planned: 4 cr

Your Total: 12 cr
Total: 23 cr
Required: 23 cr

Student View

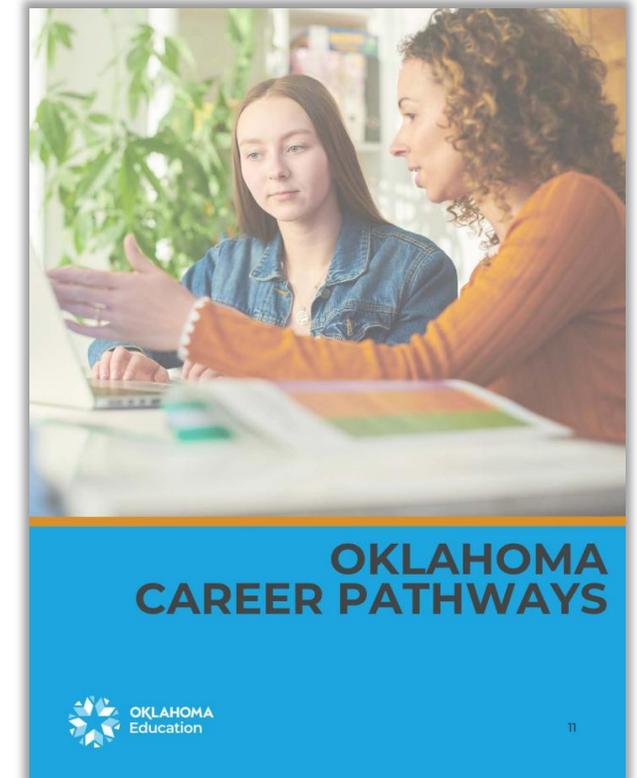


Career Pathways on OKcollegestart



Graduation Requirement Resources

- [OSDE Academic Advisement](#)
 - Graduation FAQs
 - **Graduation Toolkit**
 - Class of 2030 Checklist



Career Pathways

Career Cluster: Arts, A/V Technology, & Communications

This career cluster prepares students for careers in designing, producing, exhibiting, performing, writing and publishing multimedia content, including visual and performing arts and design, journalism and entertainment services.

Career Pathways

- [Audio and Video Technology and Film](#)
- [Journalism and Broadcasting](#)
- [Performing Arts](#)
- [Printing Technology](#)
- [Telecommunications](#)
- [Visual Arts](#)



Francis Tuttle 11th-12th grades

- [2D/3D Animation](#)
- [Broadcast & Video Production](#)
- [Graphic Communications](#)
- [Program & Software Development](#)
- [Digital Media Design](#)

Student Organizations/Clubs
Skills USA

Get Involved!

COURSE GUIDE



TABLE OF CONTENTS

CREATING & EXPERIENCING

EPS COURSES

Note: Course availability varies by site. Refer to your site's enrollment form for a comprehensive list of courses offered.

- Advanced Debate
- Advanced Mixed Chorus
- AP 2-D Art & Design
- AP 3-D Art & Design
- AP Drawing
- AP Art History
- AP Music Theory
- Applied Vocal Music I-IV
- Applied Instrumental Music / Jazz Band
- Art I-IV
- Band I-IV
- Journalism/News Writing
- Intro to Journalism
- Basic Journalism
- Broadcast Journalism I-IV
- Ceramics I-IV
- Chamber Orchestra
- Competitive Drama I-IV
- Academic Team

COURSE SEQUENCING MAP

Four Year College Plan
Required courses are in *Italic* type

Grade 9	<i>English I</i>	<i>Algebra I, Or Geometry</i>	<i>Biology I</i>	<i>Fine Art: Art, Band or Choir</i>	<i>Fund of Tech</i>	<i>Spanish or I Choctaw</i>	Choose Two: AG, FCS, Tech-Connect, Sports (2 Periods)
Grade 10	<i>English 2</i>	<i>Geometry Or Algebra II Or Trig.</i>	<i>IPC</i>	<i>World Geography</i>	<i>Bus Comm Or History</i>	<i>Spanish II Or Choctaw II Or Comp Sci Principles</i>	Choose Two: AG II, FCS, Band, Art, Choir, Tech-Connect, Sports (2 Periods)
Grade 11 Alg. II, Geometry, Anatomy Can be taken at KTC	<i>English III</i>	<i>Algebra II Or Trig. Or College Algebra</i>	<i>Biology II Or Physics Or Chemistry</i>	<i>US History Or College History</i>	Choose Four: AG Comm., Ag Shop, FCS, Choir, Band, Art Tech-Connect, Mentor, Work Study, Spanish, Sports (2 periods), KTC (3 Periods)		
Grade 12 Alg. II, Geometry, Anatomy Can be taken at KTC	<i>English IV Or College English</i>	<i>Calculus, Or College Algebra</i>	<i>Biology II Or Physics Or Chemistry</i>	<i>Government *CPR Senior Capston *PFL</i>	Choose Three: AG Comm., Ag Shop, FCS, Choir, Band, Art Tech-Connect, Mentor, Work Study, Spanish, Sports (2 periods), KTC (3 Periods)		

*Personal Financial Literacy Requirement (PFL)

*CPR/AED Requirement

Special Thanks to: Bob Brown, Keith Brown, Kelly Canning, Kaitlyn Daniels, Sherri Davis, Lane Egan, Steve Gammery, Willie Gammery, Lee Hill, Shawn at Statebridge, Jennifer Sorens, Kyle Swain, Sara Campbell, Katie Copeland, Emily Strick, Kelly Cox, Christine Jones, Aaron Lewis, Matthew Mathis, Sarah McFadden, Mikayla Raley, Brent Webb

Life Ready Graduates

Agricultural Power, Structures, and Technology Pathway



Agriculture, Food & Natural Resources

Certifications Possible

Center for Financial Responsibility Personal Financial Literacy
EETC Principles of Small Engine Technology
Home Builders Association of Alabama Residential Construction Skills

Potential Careers

Landscape Architects
\$70,630/ year
\$33/ hour

Grounds Maintenance Workers
\$32,220/ year
\$15/hour

Agricultural Workers
\$28,900/year
\$13/hour

Floral Designers
\$29,140/year
\$14/hour

Turf Grass Managers
\$32,200/year
\$15/hour

English I	Language Arts	Language Arts or *Comp I	Language Arts or *Comp II
Algebra I (If completed in 8th grade, Accelerated Geometry)	Geometry or Algebra II	Algebra II or Advanced Math or *Survey of Math	Additional Advanced Math Recommended or Elective
Biology I	Physical Science or Chemistry or Physics	Lab Science or *General Biology	Additional Lab Science Recommended or Elective or *General Chemistry
OK History/ Government	World History or Other History	US History or *American History Since 1655	Elective or *American Federal Government
Foreign Language I or Computer Applications I	Foreign Language II or Computer Applications II	Fine Art or *American Popular Music or *Principles of Communication or Intro to Ag Comm	Elective
Intro to Agriscience (If completed in 8th grade, Agriscience Principles and Applications)	Agriscience Principles and Applications or Introduction to Agricultural Power and Technology	Introduction to Agricultural Power and Technology or Agricultural Power and Technology II	Agricultural Power and Technology II or Agricultural Structures
Elective	Elective	Elective or Internship	Agricultural Structures or Elective or Ag Power and Technology Internship



Personal Financial Literacy (PFL) and CPR training must be completed prior to graduation. AP courses are available in place of on-level core courses and concurrent courses.

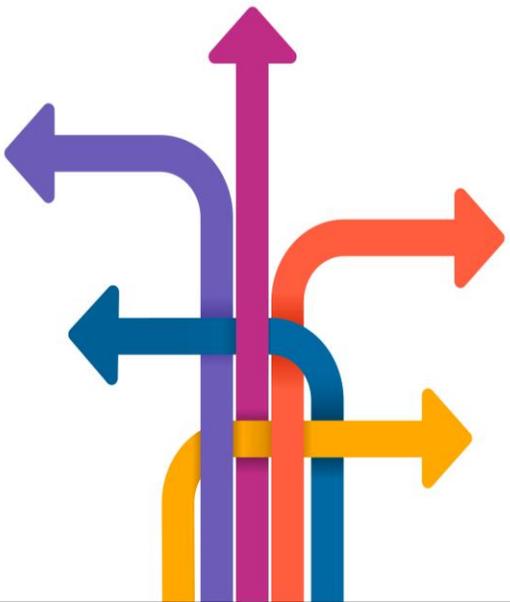
Refer to LPS Course Catalog for other course options at Lawtonps.org

* Denotes college course- Tuition, Fees, and Books paid by LPS Revised 11/15/22

Career Pathways

If your school is implementing **Career Pathways**, setting them up in OKcollegestart as Programs of Study will allow students to **pre-fill their Plan of Study** with your recommended courses.

You can connect them to the career clusters or create your own pathway names.



Components of Plan of Study

Subject Areas

School Course List

**Graduation
Requirements**

Programs of Study

School Course List

Laboratory Science

<p>Physical Science 1 credit(s) A ✓ Completed</p> <p>Edit</p>	<p>Biology I 1 credit(s) Enrolled</p> <p>Edit</p>	<p>Edit</p>	<p>Edit</p>	<p>Completed: 1 cr Enrolled: 1 cr Planned: 0 cr</p> <p>Your Total: 2 cr Required: 3 cr</p> <p>More Info</p>
---	---	-------------	-------------	---

+ Add Course

Course	Select a Course
Status	Select a Course
	Aeronautics
	Anatomy
	AP Biology
	AP Chemistry

Student View

School Course List



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Administration School Account



School Course Planning

Use the links below to **view**, **create**, or **update** your school's course plans.

View indicates your course plans are managed at the district level. To customize for your school, contact your district administrator or XAP Customer Support at support@xap.com or 1-800-468-6927.

Create indicates your course plans *can* be managed by your individual school.

If you click any of the Create links, a school managed course list, grad requirements and programs of study will be created for your school and your school will NOT receive any future course planning updates from the state or district.

Update indicates your course plans *are* managed by your individual school. A school managed course list, grad requirements and programs of study have been created for your school. Thus, your school will NOT receive any future course planning updates from the state or district.

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(Last updated on April 24, 2025 by Theresa Shaklee)
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(Last updated on August 08, 2025 by Theresa Shaklee)

School Course List – All Courses

All plans of study use the same course list. Update courses here to change them for your school.

All Courses 6th Grade 7th Grade 8th Grade 9th Grade 10th Grade 11th Grade 12th Grade

Delete Course(s) + Add a Course Select All | Clear All

	Course Name	Subject Area	Credits	Available to Grades
<input type="checkbox"/> Edit	Academic Team	Electives	1	9, 10, 11, 12
<input type="checkbox"/> Edit	Accounting I	Electives	1	9, 10, 11, 12
<input type="checkbox"/> Edit	Accounting II	Electives	1	9, 10, 11, 12
<input type="checkbox"/> Edit	ACT, SAT, PSAT, or NMQT Preparation	Electives	1	9, 10, 11, 12
<input type="checkbox"/> Edit	Advanced Programming	World Language or Computer Technology	1	9, 10, 11, 12

School Course List

Until the current graduation requirements phase out, some of your classes will give students **credit in different subject areas.**

Class of 2027

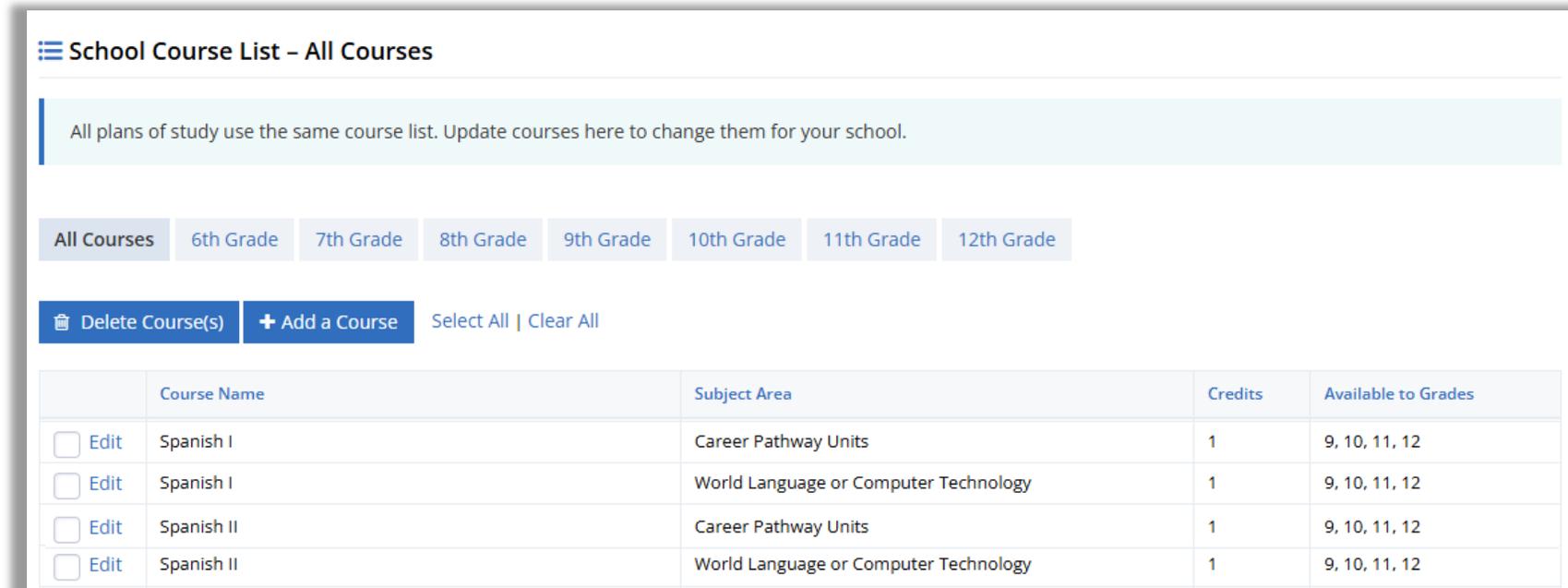
Spanish I = World Language

Class of 2030

Spanish I = Career Pathway Unit

School Course List

- If you want courses to show up in the Career Pathway Units dropdown menu, they must be listed on your School Course List a second time.
- Students can still manually enter classes in either subject area if it's not in the dropdown menu.



The screenshot shows the 'School Course List - All Courses' interface. At the top, there is a header with a hamburger menu icon and the text 'School Course List - All Courses'. Below the header is a light blue box containing the text: 'All plans of study use the same course list. Update courses here to change them for your school.' Underneath this box is a row of tabs for grade levels: 'All Courses', '6th Grade', '7th Grade', '8th Grade', '9th Grade', '10th Grade', '11th Grade', and '12th Grade'. Below the tabs are three buttons: 'Delete Course(s)' with a trash icon, '+ Add a Course' in a blue box, and 'Select All | Clear All'. The main content is a table with the following columns: 'Course Name', 'Subject Area', 'Credits', and 'Available to Grades'. Each row in the table has an 'Edit' button with a checkbox icon to its left.

	Course Name	Subject Area	Credits	Available to Grades
<input type="checkbox"/> Edit	Spanish I	Career Pathway Units	1	9, 10, 11, 12
<input type="checkbox"/> Edit	Spanish I	World Language or Computer Technology	1	9, 10, 11, 12
<input type="checkbox"/> Edit	Spanish II	Career Pathway Units	1	9, 10, 11, 12
<input type="checkbox"/> Edit	Spanish II	World Language or Computer Technology	1	9, 10, 11, 12

Programs of Study

Choose a Recommended Program of Study

Programs of Study

[HS Suggested Course Plan](#)

[Suggested Course Plan](#)

All career clusters

[Agriculture, Food and Natural Resources](#)

[Architecture and Construction](#)

[Arts, Audio/Video Technology and Communications](#)

9th Grade

10th Grade

11th Grade

12th Grade

Checkup

English

English I
4045
1 credit(s)

Planned

[Edit](#)

English II
4048
1 credit(s)

Planned

[Edit](#)

English III
4051
1 credit(s)

Planned

[Edit](#)

English IV
4054
1 credit(s)

Planned

[Edit](#)

Completed: 0 cr
Enrolled: 0 cr
Planned: 4 cr

Your Total: 4 cr
Required: 4 cr

[More Info](#)

Mathematics

Algebra I
4411
1 credit(s)

Planned

[Edit](#)

Geometry
4520
1 credit(s)

Planned

[Edit](#)

Algebra II
4412
1 credit(s)

Planned

[Edit](#)

Algebra III
4413
1 credit(s)

Recommended

OR

Pre-Calculus
4611
1 credit(s)

Recommended

[Edit](#)

Completed: 0 cr
Enrolled: 0 cr
Planned: 3 cr

Your Total: 3 cr
Required: 3 cr

[More Info](#)

Student View

Programs of Study

Professional Center

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Administration
School Account



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Recommended Courses

6th-8th Grade View	9th Grade	10th Grade	11th Grade	12th Grade
English + Add/Edit Courses	English I * 1 credit(s) * 4045 Remove	English II * 1 credit(s) * 4048 Remove	English III * 1 credit(s) * 4051 Remove	English IV * 1 credit(s) * 4054 Remove
Mathematics + Add/Edit Courses	Algebra I * 1 credit(s) * 4411 Remove	Geometry * 1 credit(s) * 4520 Remove	Algebra II * 1 credit(s) * 4412 Remove	Algebra III * 1 credit(s) * 4413 Remove OR Pre-Calculus * 1 credit(s) * 4611 Remove
Laboratory Science + Add/Edit Courses	Physical Science * 1 credit(s) * 5160 Remove	Biology I * 1 credit(s) * 5031 Remove	Earth Science * 1 credit(s) * 5061 Remove OR Anatomy * 1 credit(s) * 5333 Remove	

Programs of Study

Option 1

Create Programs of Study with four full years of recommended coursework for each career pathway.

Option 2

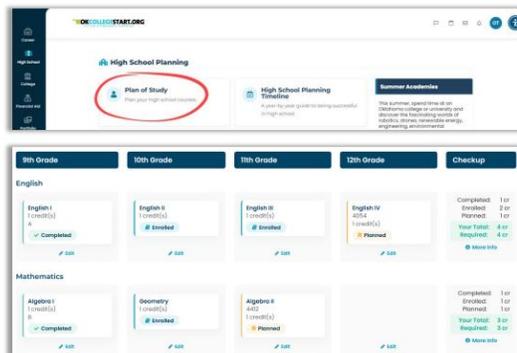
Create one Program of Study with the courses that are fairly consistent across all pathways. Students fill in the remaining Electives and Career Pathway Units themselves.

Customizing the Plan of Study

OKCOLLEGESTART.ORG
CLICK • COMPARE • CHOOSE

STUDENT VIEW

Plan of Study allows students to plan the classes they'll take in grades 9 – 12, making sure they're on track to meet graduation requirements. The feature can be customized to match your school's course offerings and credit requirements.



The following updates will only be applied at one school site. If your district has more than one school site on OKcollegestart, please contact us at OKcollegestart@ocap.org or 866.443.7420 for directions to update all school sites in your district at one time.

A guide for customizing your **Plan of Study** is located on the **Resources** tab of your Professional Center under **ICAP Resources**.

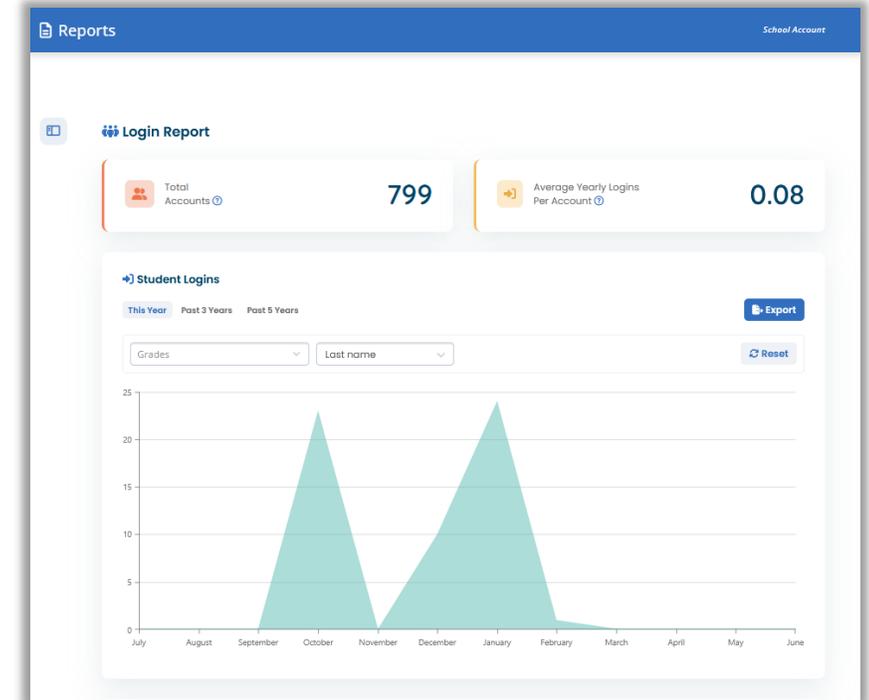


Report Updates



NEW Login Report

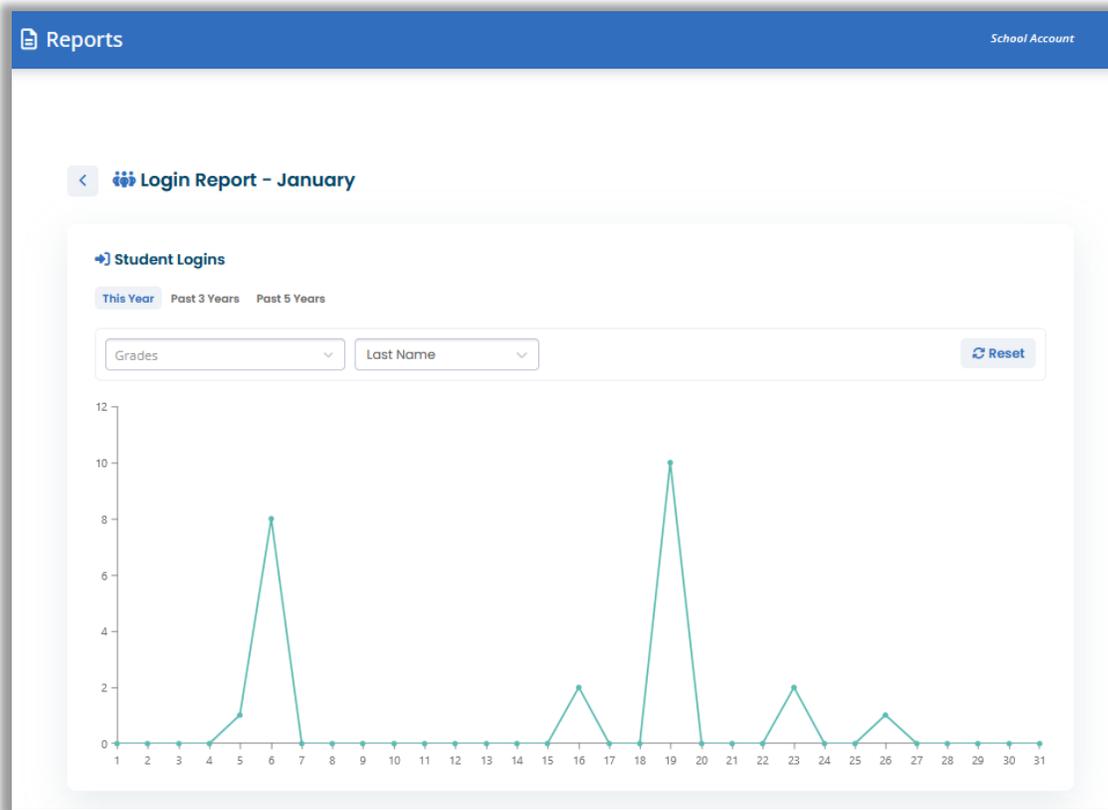
- Replaces Accounts Created and Active Accounts reports
- Allows the Professional to look at login data for the whole school, with the option to drill down by specific grade level data and export individual student login data
- Professionals can select one, three, or five years to compare login data



The login graph will display the current school year by default, with the option to view year-over-year login data

NEW Login Report

Drilldown by month



Drilldown by day

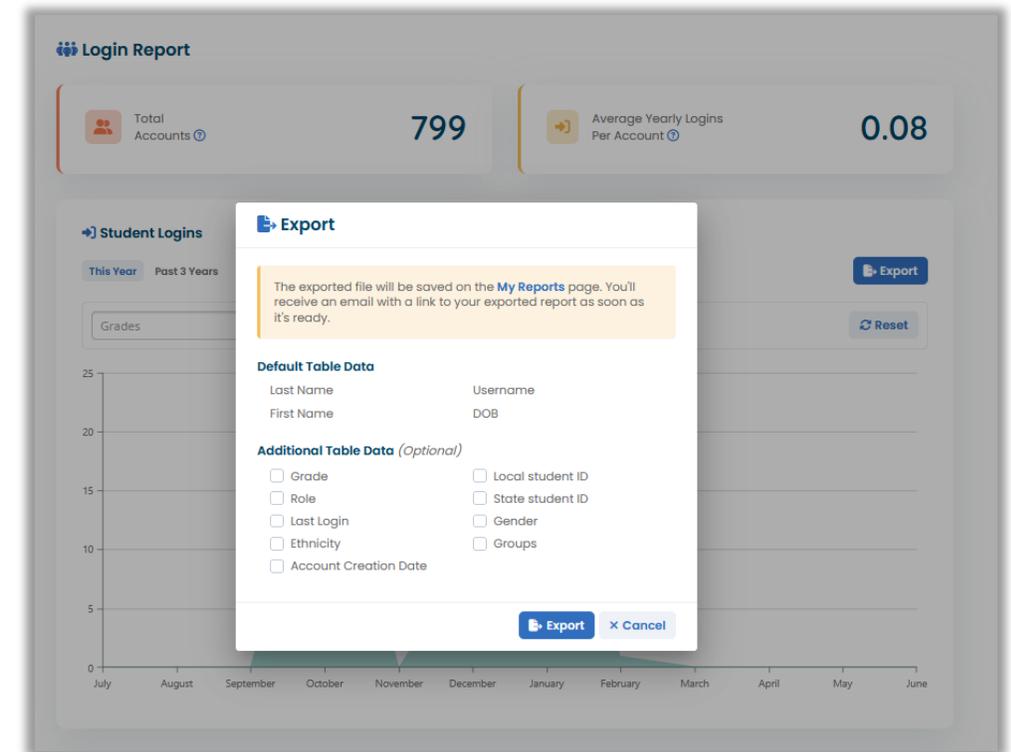
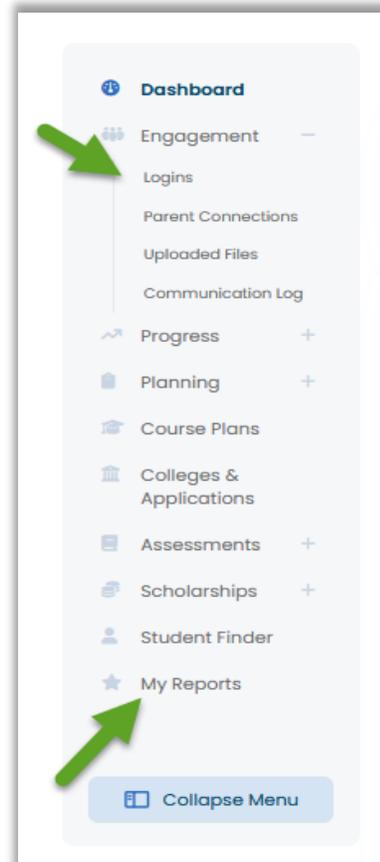
Daily Logins

Day	Total Logins	Student Accounts	Average Logins Per Account
January 1	0	0	0
January 2	0	0	0
January 3	0	0	0
January 4	0	0	0
January 5	1	1	1
January 6	8	1	8
January 7	0	0	0
January 8	0	0	0
January 9	0	0	0
January 10	0	0	0

Items per page: 10 1 - 10 of 31 |< < > >|

Student Login Export

The new report is more interactive, allowing the Professional to select additional columns/data to export.



Student Login Export



Includes

- Username
- First Name
- Last Name
- Date of Birth



Additional Options

- Grade
- Local or State Student ID
- Gender
- Ethnicity
- Last Login
- Groups
- Account Creation Date

The screenshot shows the 'Login Report' interface. At the top, there are two summary cards: 'Total Accounts' with a value of 799 and 'Average Yearly Logins Per Account' with a value of 0.08. Below these is a 'Student Logins' section with a 'Grades' dropdown and a line chart showing login activity from July to June. An 'Export' dialog box is open in the foreground, displaying the following options:

Export

The exported file will be saved on the **My Reports** page. You'll receive an email with a link to your exported report as soon as it's ready.

Default Table Data

<input type="checkbox"/> Last Name	<input type="checkbox"/> Username
<input type="checkbox"/> First Name	<input type="checkbox"/> DOB

Additional Table Data (Optional)

<input type="checkbox"/> Grade	<input type="checkbox"/> Local student ID
<input type="checkbox"/> Role	<input type="checkbox"/> State student ID
<input type="checkbox"/> Last Login	<input type="checkbox"/> Gender
<input type="checkbox"/> Ethnicity	<input type="checkbox"/> Groups
<input type="checkbox"/> Account Creation Date	

Buttons: **Export** and **Cancel**

Student Login Export

	A	B	C	D	E	F	G
1	Last Name	First Name	Username	DOB	Last Login	Logins Current School Year	Logins 2024-2025
2	Samantha	Samantha	AI3.5TurboControlMS	Jan 01, 2004	Mar 28, 2025	0	3
3	Oscar	Oscar	Oscar.Monje	Jan 01, 1991	Aug 12, 2019	0	0
4	Marcos	Marcos	Marcos.Casanova	Jan 01, 2003	Jul 20, 2020	0	0
5	COPPA Restricted	COPPA Restricted	c360child0929	Jan 01, 2009	Sep 29, 2021	0	0
6	Obul	Obul	ObulProd360	Jan 25, 2005	Nov 18, 2025	1	1
7	Jacob	Jacob	tomymac23	Apr 23, 2009	Nov 18, 2025	1	0
8	Test	Test	ch360testmsuser	Jan 15, 2010	Dec 06, 2024	0	0
9	manvir	manvir	manvirchoicestesting5	Jan 01, 2005	Nov 24, 2025	2	0
10	Bret	Bret	bret.michaels	Jul 07, 2007	Oct 30, 2024	0	1
11	Alfredo	Alfredo	Alfredo.Rojo	Jan 01, 2004	Jul 28, 2020	0	0
12	Gwen	Gwen	test_coppa0310	Nov 11, 2013	Jan 20, 2023	0	0
13	COPPA Restricted	COPPA Restricted	luli25	Dec 03, 2011	Mar 10, 2021	0	0
14	Simra	Simra	Simra.Andrade	Nov 11, 2006	Dec 15, 2021	0	0



End-of-the-Year Tasks



OKcollegestart Annual Checklist

OKcollegestart Annual Checklist

OKCOLLEGESTART.ORG
CLICK · COMPARE · CHOOSE
OKcollegestart@ocap.org
866.443.7420

BACK-TO-SCHOOL

- ✓ **Manage educator accounts on the Administration tab of the Professional Center.**
 - Remove access for staff no longer at your school.
 - Create Professional Center accounts for new staff.
 - Update the access level for staff, if necessary.
- ✓ **Release student accounts on the Students & Groups tab.**
 - Release last year's graduates. (When you're ready!)
 - Release students who have transferred out of your school.
- ✓ **Batch create student accounts on the Students & Groups tab.**
 - Create accounts for an entire class and for new students.
- ✓ **Mass reset passwords.**
 - Email Support@xap.com or OKcollegestart@ocap.org to reset passwords for groups or grade levels. Please allow 2-3 days for the password reset process.
 - What grade(s) do you want to reset passwords for?
 - What word do you want the passwords to be set to?
 - Do you want the students to be prompted to change their password or leave it as the password listed above permanently?
- ✓ **Review your school's ICAP in the Assignment & Curriculum Builder on the Administration tab.**
 - Add or remove activities. (Check the Required ICAP Activities chart on the Resources tab of the Professional Center to know what you have to keep.)
 - Review tracking settings.
 - **Not tracked:** The activity is not included in students' progress bars or the ICAP report.
 - **Tracked (completed anytime):** The activity is marked complete as long as it has been completed once, regardless of what grade the student was in. It's included in the progress bar and ICAP report. This is commonly used for the Work-Based Learning Experiences activity.
 - **Tracked (completed during specific grade):** The activity is marked completed once it has been updated or completed while in the grade indicated in the dropdown box. The activity is included in students' progress bars and the ICAP report. This is commonly used for assessments, My Goals & Action Plans, Plan of Study, and other activities you want students to complete or repeat while in a certain grade.
 - Ensure your school's ICAP is assigned (which makes it visible) to at least grades 9 – 12.
- ✓ **Visit the Resources tab for student & educator user guides, training videos, and lesson plans.**
 - Sort lesson plans by topic, grade level, or school subject and find ways to incorporate OKcollegestart into the classroom.
- ✓ **Update OKcollegestart training materials or videos you've shared in online classrooms.**
 - Find current training materials on the Resources/ICAP Resources tab of the Professional Center.

Find directions and training videos for batch creating and releasing accounts on the Resources tab of the Pro Center!

FALL

- ✓ **Get started on ICAP with your students!**
 - Use the Student User Guides and Videos on the Resources/ICAP Resources tab of the Professional Center to guide students through each activity.

- ✓ **Run the Assignment & Curriculum Report as needed to track progress.**



Find directions and a training video for running the Assignment & Curriculum Report on the Resources tab of the Pro Center!

SPRING

- ✓ **Run the Assignment & Curriculum Report as needed to track progress.**

- ✓ **Consider Single Sign-On options.**

- If your school has purchased Single Sign-On, consider resetting all passwords for the graduating class. You can then provide them with their usernames and passwords so they can keep logging into their OKcollegestart accounts after graduation. Email support@xap.com or OKcollegestart@ocap.org to reset passwords for groups or grade levels.
- Review the optional add-on services for single sign-on and SIS integration so they can be implemented over the summer. A summary can be found on the Resources/Add-On Services tab of the Professional Center, or email OKcollegestart@ocap.org for more details.

SUMMER

- ✓ **Run a final Assignment & Curriculum Report for each grade. Save to your computer or print for easy access in the future.**



[Training Request](#)

- ✓ **Schedule OKcollegestart professional development training for your staff.**

- ✓ **Get a head start on any of the Back-to-School checklist items!**

- ✓ **Ensure a smooth transition from 8th to 9th grade.**

- If your middle school and high school are listed separately on OKcollegestart, email Customer Support at support@xap.com to request all accounts just finishing 8th grade and connected to the middle school move to the high school, or consider combining your sites into one: Sample Public Schools to avoid this step. Email OKcollegestart@ocap.org if you have questions or concerns about combining your sites!
- Student accounts automatically move up a grade level on July 1. So students in 9th grade last year will automatically move up to 10th grade. No action is needed.

- ✓ **Standardize the format of your student usernames.**

- If you'd like to change all student usernames to a consistent format, the summer is a great time to do that! Send the current usernames and the new usernames to Customer Support at support@xap.com or email OKcollegestart@ocap.org for assistance.

- ✓ **Consider add-on services.**

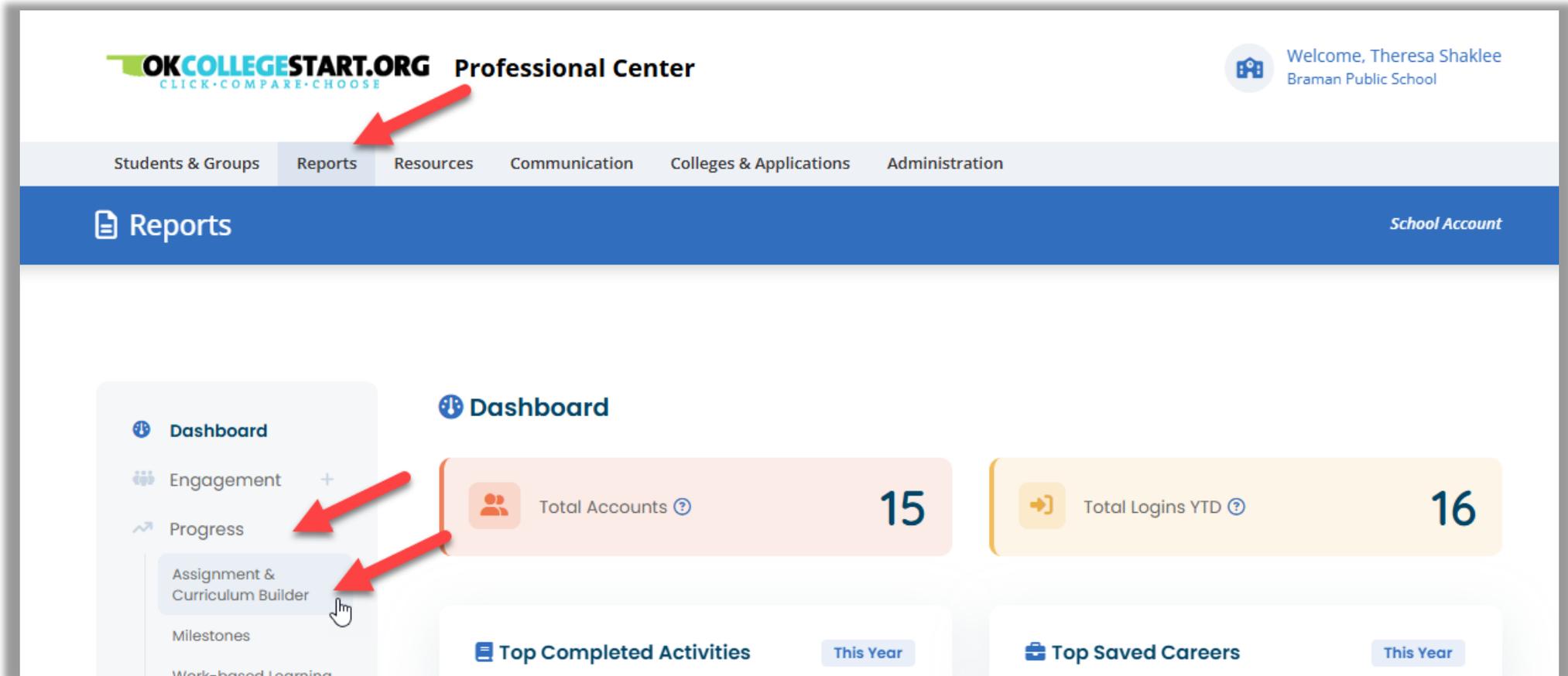
- Interested in purchasing add-on services? Summer is a great time to get things set up so you're ready for the new school year. You can review the options on the Resources tab of your Professional Center account.

End-of-the-Year Reports

- Run the Assignment & Curriculum Report for each grade level before June 30.
- Student accounts advance a grade level on July 1.
- Running last year's reports for graduated students becomes more difficult.



Reports



The screenshot shows the 'Professional Center' interface for 'Braman Public School'. The user is 'Theresa Shaklee'. The 'Reports' menu item is highlighted in the top navigation bar. A sidebar on the left contains a 'Dashboard' section with a plus sign, and a 'Progress' section with a plus sign and a dropdown menu. The dropdown menu is open, showing 'Assignment & Curriculum Builder' as the selected item. The main content area displays a 'Dashboard' with two summary cards: 'Total Accounts' (15) and 'Total Logins YTD' (16). Below these are two cards for 'Top Completed Activities' and 'Top Saved Careers', both for 'This Year'.

OK COLLEGE START.ORG Professional Center
CLICK • COMPARE • CHOOSE

Welcome, Theresa Shaklee
Braman Public School

Students & Groups | **Reports** | Resources | Communication | Colleges & Applications | Administration

Reports School Account

Dashboard

- Dashboard
- Engagement +
- Progress +
 - Assignment & Curriculum Builder**
 - Milestones
 - Work-based Learning

Total Accounts 15

Total Logins YTD 16

Top Completed Activities This Year

Top Saved Careers This Year

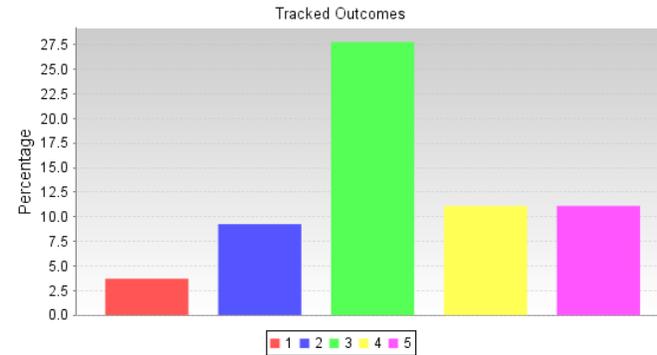
Assignment & Curriculum Report (ICAP)



Assignment & Curriculum

Track curriculum activity completion.

Set : Oklahoma ICAP Template (Minimum Requirements)
 Page : 12th Grade
 Created : September 08, 2022
 Site : Test Only High School - OK
 Reporting Data : Last refreshed on 09/08/2022 at 02:04:40AM (PDT)
 Total Accounts : 54



Test Only High School - OK

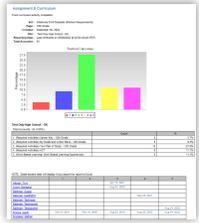
Total Accounts : 54 (100%)

	Count	%
1. (Required Activities) Career Key - 12th Grade	2	3.7%
2. (Required Activities) My Goals and Action Plans - 12th Grade	5	9.3%
3. (Required Activities) Your Plan of Study - 12th Grade	15	27.8%
4. (Required Activities) ACT	6	11.1%
5. (Work-Based Learning) Work-Based Learning Experiences	6	11.1%

NOTE: Detail student data will display if you export the report to Excel.

	1	2	3	4	5
Aikman, Troy			Apr 12, 2021		
Avery, Margaret			Aug 04, 2022		
Bateman, Susan					
Bateman_test80653				Sep 09, 2021	
Bateman_Testgoals					
Bateman_Testresume					
Bateman_Teststudent					Aug 24, 2022
Brooks, Garth	Oct 19, 2021	Feb 18, 2020	Aug 03, 2018	Aug 23, 2022	Aug 24, 2022
Brubaker, Nathan					

Assignment & Curriculum Report (ICAP)



Assignment & Curriculum

Track curriculum activity completion.

Set : Oklahoma ICAP Template (Minimum Requirements)

Page : 12th Grade

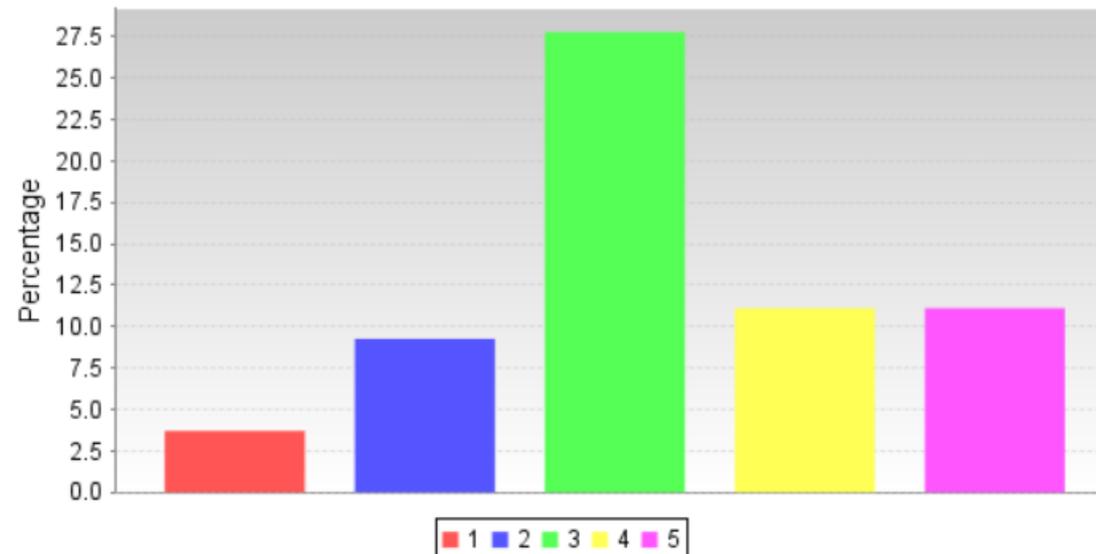
Created : September 08, 2022

Site : Test Only High School - OK

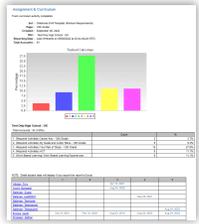
Reporting Data : Last refreshed on 09/08/2022 at 02:04:40AM (PDT)

Total Accounts : 54

Tracked Outcomes



Assignment & Curriculum Report (ICAP)

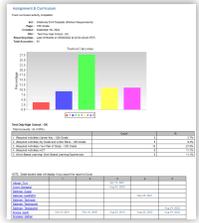


Test Only High School - OK

Total Accounts : 54 (100%)

	Count	%
1. (Required Activities) Career Key - 12th Grade	2	3.7%
2. (Required Activities) My Goals and Action Plans - 12th Grade	5	9.3%
3. (Required Activities) Your Plan of Study - 12th Grade	15	27.8%
4. (Required Activities) ACT	6	11.1%
5. (Work-Based Learning) Work-Based Learning Experiences	6	11.1%

Assignment & Curriculum Report (ICAP)



NOTE: Detail student data will display if you export the report to Excel.

	1	2	3	4	5
Aikman_Troy			Apr 12, 2021		
Avery_Margaret			Aug 04, 2022		
Bateman_Susan					
Bateman_test80653				Sep 09, 2021	
Bateman_Testgoals					
Bateman_Testresume					
Bateman_Teststudent					Aug 24, 2022
Brooks_Garth	Oct 19, 2021	Feb 18, 2020	Aug 03, 2018	Aug 23, 2022	Aug 24, 2022
Brubaker_Nathan					
cetestOk_COPPA Restricted					
Chenoweth_Kristin			Apr 12, 2021		
Clark_Candy			Feb 03, 2020		
Crawford_Joan			Apr 12, 2021		

Assignment & Curriculum Report (ICAP)

Students & Groups Reports Resources Communication Administration

Reports

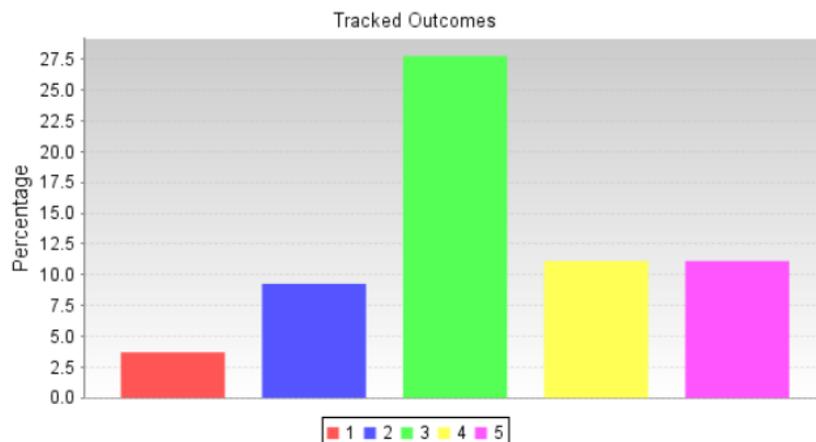
View Report

[Print](#) | [Save](#) | [Export](#) | [Return to Your Reports](#)

Assignment & Curriculum

Track curriculum activity completion.

Set: Oklahoma ICAP Template (Minimum Requirements)
Page: 12th Grade
Created: September 08, 2022
Site: Test Only High School - OK
Reporting Data: Last refreshed on 09/08/2022 at 02:04:40AM (PDT)
Total Accounts: 54



Milestones Summary Report

TS Theresa Shaklee
reviewsiteok Braman Public School

Last Login: Jan 27, 2025
Grade: 12

Milestones

- Top Career Choice: **3D Renderer-Designer**
- Top Program Choice: **Agribusiness/Agricultural Business Operations**
- Postsecondary Path: **None Selected**
- Planned College Applications: **None currently planned**

Career Planning

- Interest Profiler: Completed: Jan 27, 2025 (Realistic, Conventional)
- Work Values Sorter
- Basic Skills Survey
- Career Cluster Survey
- Transferable Skills Checklist
- Saved Careers: Completed: Jan 27, 2025 (2 Saved Careers)
- ASVAB
- Saved Career Clusters and Career Pathways: Completed: Jan 27, 2025

- Transfer record
- Parent/Teacher Conferences
- Advising or IEP discussions

Milestones Summary Report

Creating & Assigning Milestones Sets

Sign into your Professional Center account at ProCenter.OKcollegestart.org.

Click the **Administration** tab.

Click **Planning Milestones**.

To assign an existing Milestones set, point to the **drop down box** for each grade, select the desired Milestones set, and click **Save**.

The **Grades 6-8 Summary** and **Grades 9-12 Summary** sets include a list of activities that are most commonly used in ICAPs across the state.

To customize your own set of Milestone activities, scroll below the drop-down boxes.

You can **edit** the existing Summary sets to make changes, or create a **New Milestone Set** from scratch.

The screenshot shows the OKcollegestart Professional Center interface. At the top, the 'Administration' tab is selected. Below it, the 'Planning Milestones' section is visible, with a 'Save' button circled in red. The 'Defined Sets Of Planning Milestones' section shows two sets: 'Grades 6-8 Summary' and 'Grades 9-12 Summary'. A red arrow points to the 'New Milestone Set' button.

OKcollegestart Summary Report

The OKcollegestart Summary Milestones Report **DOES NOT** replace your Assignment & Curriculum ICAP Report. Keep running the Assignment & Curriculum ICAP Report to track progress and provide documentation for graduation and accreditation!

Potential uses for the OKcollegestart Summary Milestones Report include:

- ✔ Transfer record to share ICAP progress and username with new school
- ✔ Print for Parent/Teacher Conferences
- ✔ Share with educators and/or families for advising or IEP discussions

The screenshot shows the OKcollegestart Summary Report for Theresa Shaklee. The report displays career planning progress, including 'Interest Profile' (Completed Jan 27, 2025), 'Work Values Sorter', 'Basic Skills Survey', 'Career Cluster Survey', 'Transferable Skills Checklist', 'Saved Careers' (Completed Jan 27, 2025), 'ASMB', and 'Saved Career Clusters and Career Pathways' (Completed Jan 27, 2025). The 'Milestones' section shows 'Top Career Choice: 3D Renderer-Designer', 'Top Program Choice: Agribusiness/Agricultural Business Operations', 'Postsecondary Path: None Selected', and 'Planned College Applications: None currently planned'.

See the next page for guidance on how to access a student's OKcollegestart Summary Milestones Report.

Located on
the
Resources
tab of the
Pro Center

Student Account Rollover

- Accounts move up a grade on July 1
- If your middle school and high school are listed separately, the accounts remain connected to the middle school.
- Reach out if yours are separate and we need to move those accounts for you.

Update Username Formats

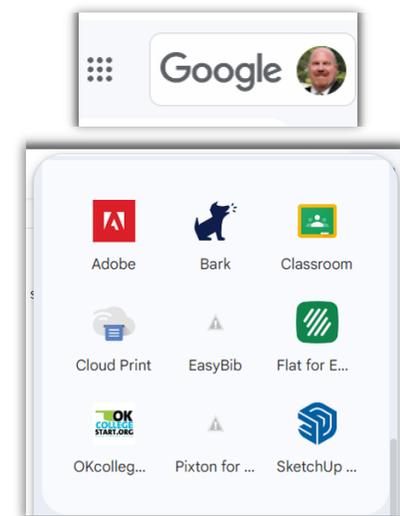
- If you want to change all the usernames, summer is a good time to do that!
- Email us to let us know you want to make username changes.
- We'll send you a document with all existing accounts.
- You fill in the new username for each account and return to us.

Single Sign-On

- Can be implemented with ClassLink, GSuite, and in some cases Clever
- Account clean up to ensure all usernames are email addresses
- School adds OKcollegestart logo to SSO platform
- Student clicks logo to log in
- Accounts can still be batch-created ahead of time
- Implementation takes about 3 weeks



\$500 one-time cost



Auto Account Management

- SIS sends data file with enrollment info daily
- Accounts are automatically created, released, updated based on SIS info
- Usernames and passwords are also set in the data file
- Data file can also manage educator accounts on the Professional Center



\$500 annual cost, per school





Summer Academies & Professional Development



STEM Summer Academies

- FREE!
- 16 academies on 12 campuses
- Students entering 8th – 12th grade
- Residential and Commuter
- Encouraged to apply by April 1

**STEM Summer
Academies**



OSRHE Summer Institute



Office of Student Preparation

June 15 – 17, 2026

Embassy Suites
Norman, OK

OKhighered.org/Student-Prep





OKcollegestart Resources



Resources

- Student user guides
- Educator user guides & training videos
- Lesson plans & curriculum

OKCOLLEGESTART.ORG Professional Center

Welcome, Theresa Shaklee
Braman Public School

Students & Groups Reports Resources Communication Colleges & Applications Administration

→ Getting Started Lesson Plans **ICAP Resources** Add-On Services

→ Getting Started

Quick Reference Guides

Student Center

- [Create a Student Account](#)

Professional Center:

- [Professional Accounts Overview](#)
- [How to Connect a Professional Account to Multiple Schools](#)

Student Account Management

- [Learn More About COPPA](#)
- [Batch Create Student Accounts](#)
- [Release Student Accounts from Your School](#)
- [Merge Duplicate Student Accounts](#)
- [Reset a Student Password](#)
- [View a Student Portfolio](#)
- [Use the Student Finder](#)
- [Build a Group](#)

AppDocs:

- [Managing Transcripts and Letters of Recommendation](#)
- [Fulfilling Recommendation Requests \(for teachers\)](#)
- [Common App for Students](#)
- [Students - How to Request a Recommendation](#)
- [Students - How to Request a Transcript](#)
- [Students - How to Request a Common App Fee Waiver](#)

For information on adding transcripts or Common App, contact XAP at info@xap.com or 800-468-6927

Assessments

- [Learn More About the Basic Skills Survey](#)
- [Learn More About the Career Cluster Survey](#)
- [Learn More About the Career Key](#)
- [Learn More About the Interest Profiler](#)
- [Learn More About the Transferable Skills Checklist](#)
- [Learn More About the Work Values Sorter](#)

Milestones



ICAP Resources

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Welcome, Theresa Shaklee
Braman Public School

Students & Groups Reports Resources Communication Colleges & Applications Administration

Getting Started Lesson Plans **ICAP Resources** Add-On Services

ICAP Resources

Student User Guides

- [Career & Interest Assessments](#)
- [My Goals & Action Plans](#)
- [Plan of Study](#)
- [Test Scores](#)
- [Updating Demographic Info](#)
- [Work-Based Learning Experiences](#)
- [Completing ICAP Activities Slides](#)

Student ICAP Videos

- OKcollegestart's navigation and homepage design was updated in early August. Updated student videos will be available as soon as possible.*

Educator User Guides

- [Adding Guides & Videos to ICAP](#)
- [Annual OKcollegestart Checklist](#)
- [Assignment & Curriculum Report](#)
- [Batch Creating Student Accounts](#)
- [Building Groups](#)
- [Customizing ICAP](#)
- [Customizing Plan of Study](#)
- [Customizing Planning Milestones](#)
- [Customizing Surveys](#)
- [Required ICAP Activities](#)
- [Using the Milestones Summary Report](#)

Educator Training Videos

- [Batch Creating Student Accounts](#)
- [Customizing Your ICAP](#)
- [Running the Assignment & Curriculum Report](#)
- [How to Create Surveys for Students Video](#)
- [OKcollegestart Website Demo](#)
- [Additional OKcollegestart promotional and training videos can be found on YouTube](#)

Spanish Publication Resources

- [Spanish Publications](#)

Additional Resources

- [College Application Week \(CAW\)](#) is an opportunity for high school seniors to receive hands-on assistance from knowledgeable volunteers while completing their college applications.
- [The Oklahoma FAFSA Data Portal](#) is a free online tool that allows authorized users to see which of their seniors have completed the FAFSA, enabling you to focus your FAFSA education efforts. Visit the website or watch [this video](#) to learn more!
- Visit the [Educator's Resources](#) page to access OKcollegestart flyers and videos to share with students and families.
- Visit [UCanGo2.org](#) to access career and exploration worksheets, coloring pages and games for students in Kindergarten through fifth grade.

Contact Information

- Annual Checklist
- Batch Creating Accounts
- Customizing Your ICAP
- Customizing the Plan of Study
- Running the Assignment & Curriculum Report
- Required ICAP Activities Chart

OKcollegestart on Facebook



OK COLLEGE START.ORG
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OK COLLEGE START.ORG
CLICK · COMPARE · CHOOSE

OKcollegestart.org
3.8K followers • 110 following

The banner features a central yellow lightbulb surrounded by icons: a speech bubble, a gear, a cloud, and a flowchart. The OK logo is a green outline of the state of Oklahoma.



Customer Support

XAP Customer Support Team

support@xap.com

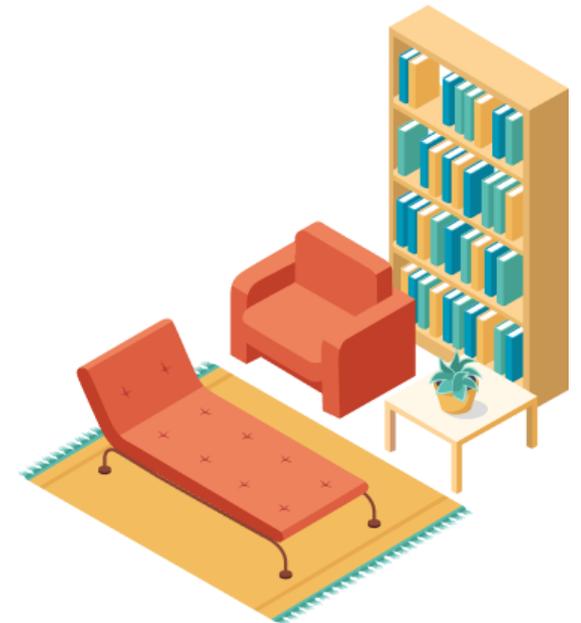
800-468-6927

7:00 am – 7:00 pm, Central Time



Schedule Additional Training

- One-on-one virtual meeting
- In-person training
- Request additional training materials
- Email OKcollegestart@ocap.org



Contact Us



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apetricek@ocap.org

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866.443.7420

Theresa Shaklee

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405.234.4383

866.443.7420

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