

Launch Into Your Future

Postsecondary Readiness Checklist

Turn a plan into completed steps

Planning comes first

Campaign continuum

- Campaign 48: Explore → Experience → Prepare → Launch.
- Campaign 49: Check → Verify → Act → Follow up.
- Use it in late grade 11 as a preview and throughout grade 12.
- The goal is to manage tasks and evidence—not to label a student ready or unready.

Track the task—not the student

USE ONE TASK STATUS

- NS—Not started | WIP—Working
- WAIT—Waiting on another person or office
- DONE—Evidence saved | HELP—Needs support
- N/A—Does not apply after checking

FOR EVERY ITEM

Evidence: What proves it?

Next action: What happens now?

Owner/helper: Who acts or helps?

Due + follow-up: When?

Never label a student ready or unready.

Start with universal checks

Universal checks

- Graduation and current Student Success Plan.
- Chosen route, backup option, and next decision.
- Costs, aid or pay, budget, and safe borrowing.
- Required documents, identification, and current contact information.
- Transportation, technology, housing, health, and support needs.
- Status, evidence, next action, owner/helper, due date, and follow-up for every item.

Add checks for your route

Route-specific checks

- College or training: application, admission, cost or aid, credential, orientation, and start steps.
- Apprenticeship, work, or military: sponsor or employer, application, testing, written terms, and onboarding.
- Adult education or entrepreneurship: provider or business steps, funding, schedule, and supports.
- Still deciding/comparing: options, biggest unknowns, one real-world information step, and a decision check-in date.

Turn a vague gap into a trackable action

VAGUE ITEM

'Finish financial aid.'

Status: unclear

Evidence: none

Owner: unknown

Due: unknown

TRACKABLE ITEM

'Ask the college aid office which form or document is still needed.'

Status: Needs help

Evidence: email or portal confirmation

Owner: Student

Due: Friday

Follow-up: Monday

When a task says 'Needs help,' do this



Help and referral process

- Name the exact question or missing item.
- Check an approved source or official website.
- Ask the person or office that owns the answer.
- Record the answer, contact, and evidence.
- Set a follow-up date; involve a counselor if the gap remains.
- Update the Student Readiness Tracker and Student Success Plan.

Use Launch AI as a helper

START WITH ONE TASK

- 'Explain net cost in plain language.'
- 'Turn my WAIT item into 3 steps.'
- 'Draft a question for the official office.'
- 'Help me compare two transportation plans.'

AI CANNOT DECIDE

Admission, aid, eligibility, hiring, enlistment, or accommodations.

Do not enter private records or passwords.
Verify with the official person or office.

Build a trackable action plan

Before you leave

- Route or decision I am working on.
- One task and its current status.
- The next action I will take.
- Evidence I have or still need.
- Person or office responsible for the next answer or action.
- Due date and follow-up date.
- Save the details in the full Student Readiness Tracker and update the Student Success Plan.

Take one step

Action-plan exit ticket

Route or decision:

Next action + current status:

Evidence I will save:

Official person or office:

Due date + follow-up date:

Where I will update my tracker and SSP:

