

# INSTRUCTIONS FOR PRINTING 11 x 17 CAREER PLAN MODEL

The following set of instructions will assist you in copying the Model. The Massachusetts Career Plan Model was designed to be placed on 11 x 17 paper/coverstock.

Manually feed the 11 x 17 paper into the printer. After printing first side, turn the paper over and manually feed the second side (with the top faced down, insert into the feeder first) so it is back to back.

**Educational Proficiency Plan Addendum**

The EPP Addendum must be attached to the MASS Career Plan to distribute using the MASS Career Plan for a student's EPP.

English language arts

Year	English language arts Recommended Competency	Did the student successfully complete the content?	Annual Assessment in alternate program?	Student demonstrates progress towards proficiency on the assessment
Junior Year	Yes	Yes	Yes	Yes
Senior Year	Yes	Yes	Yes	Yes

Mathematics

Year	Math Recommended Competency	Did the student successfully complete the content?	Annual Assessment in alternate program?	Student demonstrates progress towards proficiency on the assessment
Junior Year	Yes	Yes	Yes	Yes
Senior Year	Yes	Yes	Yes	Yes

EPP Completion Verification Section

This student has completed all requirements of the EPP plan: Yes

Principal or Superintendent (or designee) name: \_\_\_\_\_

Principal or Superintendent (or designee) signature: \_\_\_\_\_

Please note that on the second page of the Model, the first half is upside down and will become the outside of the “folder.” After printing, fold in half and should look like the following:

front

inside

back

This page should automatically print on an 8.5 x 11 sheet of paper.

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