

# NORTHWEST INDIAN COLLEGE

## CAREER/EDUCATION DEVELOPMENTAL PLAN

**Instructions:** The Career/Education Developmental Plan is to be completed when an employee is going to pursue higher education at Northwest Indian College or another institution. A plan is required at the beginning of the educational pursuit. It is not necessary to fill this plan out again, unless the career path has changed affecting the degree being obtained at the completion of the program. If the career goal changes this portion of the developmental package should be re-visited. The Developmental Plan, Request for Approval to Attend Classes and Course Log are turned into Personnel for file, and a copy kept by the employee.

Date Plan Completed: \_\_\_\_\_

Employee Name: \_\_\_\_\_

Position/Title: \_\_\_\_\_

Original Date of Hire: \_\_\_\_\_

\_\_\_\_\_

1. Statement of career goal:

2. Level of education and field required to meet this goal:

3. Statement of educational goal plan:

Projected date of completion: \_\_\_\_\_

4. Statement of current level of success toward career and education goal (attach transcript and/or resume).

5. List below the courses and training you plan to take during the yearly plan dates/ semesters/ or quarters.

Comments:

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Employee Signature

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Date Signed

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Supervisor Signature

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Date Signed