Personal Goals Worksheet for 12th graders

It is important to have future goals. Your goals could be to narrow your career focus, to find a school that will prepare you for the future, or to register for the SAT test. Whatever your goals, the following activity may help you transform your goals into reality by clarifying and ranking them.

Name:_______________________________ School Counselor: ______________________
Mentorship Teacher: ____________________

First, it is important to know what a goal must be.

A GOAL must be **SMART:**

- **S**pecific rather than general (I want to pass all of my classes with a letter grades of A and B).
- **M**easurable—by the types of classes taken, or grades or attendance.
- **A**chievable—for your grade level in high school. You must have the interest, skills and abilities, strengths to make this goal happen.
- **R**ewarding or positive rather than negative.
- **T**ime-oriented and able to be finished by the end of the school year or the reasonable time frame that has been given (Bachelor's degree= 4 years of college).

List three goals in each area. Then rank them in order of importance.

**MY SCHOOL GOALS:**

___________________________________________________ __ rank:  ____
___________________________________________________ __ rank:  ____
___________________________________________________ __ rank:  ____

**MY FUTURE EDUCATIONAL GOALS:**

___________________________________________________ __ rank:  ____
___________________________________________________ __ rank:  ____
___________________________________________________ __ rank:  ____

**MY CAREER GOALS:**

___________________________________________________ __ rank:  ____
___________________________________________________ __ rank:  ____
___________________________________________________ __ rank:  ____

**MY PERSONAL GROWTH GOALS:**

___________________________________________________ __ rank:  ____
___________________________________________________ __ rank:  ____
___________________________________________________ __ rank:  ____

**MY LONG RANGE GOALS:**

___________________________________________________ __ rank:  ____
___________________________________________________ __ rank:  ____
___________________________________________________ __ rank:  ____
Now choose one of the #1 ranked goals you have identified. Then identify three actions you can take that will help you reach that goal.

**ACTION 1:**

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

**ACTION 2:**

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

**ACTION 3:**

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Resources used:


Career Development and Guidance Worksheets: www.khake.com/page95.html
www.dli.state.pa.us/landi/lib/landi/CWIA/2003/resource_guide/R-GOAL_SETTING.pdf