


Career Cluster: Business Management and Administration					Secondary CTE Program: Business Management & Analysis (8301100) Post-secondary CTE Program: Business Management & Analysis (B060200)			
Career Cluster Pathway: General Management					Secondary Industry Certification: PROSO016 – CIW Internet Business Associate (.1) MICRO069 –Microsoft Bundle (must pass 3 of 6) (.1) MICRO017- Microsoft Expert (One 1 test to pass) (.1) INTUT001-Quickbooks Certified User (.1) Post-secondary Industry Certification: AIOPB001 – Certified Bookkeeper			
		16 CORE CURRICULUM CREDITS				8 ADDITIONAL CREDITS		
		ENGLISH 4 credits	MATH 4 credits	SCIENCE 3 credits, 2 with lab	SOCIAL STUDIES 3 credits	OTHER REQUIRED COURSES FINE ARTS (1 credit) PHYSICAL EDUCATION (1 credit)	CAREER AND TECHNICAL EDUCATION COURSES	RECOMMENDED ELECTIVES (ALIGNED WITH COMMUNITY COLLEGE & STATE UNIVERSITY SYSTEM PROGRAMS)
HIGH SCHOOL	<ul style="list-style-type: none"> • One course within the 24 credit program must be an online course. Cumulative GPA of 2.0 on a 4.0 scale for 24 credit program. • Students should talk with their counselors about the availability and requirements of AP and Dual courses which are paid for by Walton County School District while you are enrolled in high school. The college credit hours may be used in your Post-secondary education. • Students are also encouraged to participate in CTE dual enrollment courses which may be used to satisfy high school graduation or Bright Futures Gold Seal Vocational Scholars course requirements. Three courses are required within one program for BF – GSV. • Students are encouraged to begin planning for careers and postsecondary options by exploring resources at mycareershines.org. 							
	9 th	English 1	Algebra 1	Environmental Science or Biology	World Culture Geography	Physical Education (1 credit) / HOPE (PE Variation)	Digital Information Technology 8207310 (OCP A)	Elective Practical/Fine Arts
	10 th	English II	Geometry	Biology or Anatomy & Physiology	World History	Practical Arts or Fine Arts course (1 credit)	Business & Entrepreneurial Principles 8215120 (Must complete AA I for OCP B)	Foreign Language for SUS admission or other elective appropriate for student's career and education plan.
	11 th	English III	Liberal Arts Math or Math for College Readiness or Algebra II or Pre-Calculus	Marine Science or Earth Space Science or Chemistry	US History	Personal Finance (Online Course)	Accounting Applications 1 8203310 (OCP B)	Foreign Language for SUS admission or other elective appropriate for student's career and education plan.
	12 th	English IV	Liberal Arts Math or Math for College Readiness or AP Statistics / AP Calculus	Marine Science or Earth Space Science or Physics or AP Science Principles	American Government /Economics	Psychology or AP Psychology or Student Choice Elective	Accounting Applications 2 8203320 (OCP B)	Student Choice Elective

POSTSECONDARY (PATHWAYS)	Based on the Career Cluster of interest and identified career and technical education program, the following postsecondary options are available.		
	TECHNICAL COLLEGE PROGRAM(S)	STATE COLLEGE PROGRAM(S)	UNIVERSITY PROGRAM(S)
		NWFSC Business Administration AS Gulf Coast State College Business Administration AS Pensacola State College Business Administration AS	UWF General Business, B.S.B.A. TROY/FL Region General Business – Global Business, B.S.B.A. Florida State University Business Administration, B.S.
CAREER	Sample Career Specialties (The Targeted Occupations List may be used to identify appropriate careers.)		
	Administrative Assistant Advertising Sales Person Auditor Business Consultant Certified Public Accountant Corporate Trainer E-Commerce Analyst	Entrepreneur Facilities Manager Finance Director Human Resources Manager Investment Executive Marketing Analyst Medical Transcriptionist	Office Manager OSHA/ADA Compliance Officer Personnel Recruiter Public Relations Manager Sales Representative Wholesale and Retail Buyer
CREDIT	Articulation and CTE Dual Enrollment Opportunities		
	Secondary to Technical College (PSAV) (Minimum # of clock hours awarded)	Technical College to State College Degree (Minimum # of clock or credit hours awarded)	AS to BS (Statewide and other local agreements may be included here) 64 college credit hours in AS Degree Program: Business Administration
Career and Technical Student Association			
Future Business Leaders of America (FBLA); Business Professionals of America (BPA); Phi Beta Lambda (Postsecondary)			
Non-traditional Program Status: Business Administration is considered non-traditional for females.		Salary Range: (entry and exit salaries) Accountants and Auditors: \$41,400 - \$118,930 Market Research Analysts & Marketing Specialists: \$33,530 - \$120,460 Public Relations & Fundraising Managers: \$56,890 - \$147,590 Human Resources Managers: \$61,300 – \$141,860	
Program of Study Graduation Requirements: http://www.fldoe.org/academics/graduation-requirements Salary Information provided by US Dept. of Labor – Bureau of Labor Statistics – State of Florida (May 2015) http://www.bls.gov/oes/current/oes_fl.htm#29-0000			