



# Career Plan of Study Business

*This plan of study should serve as a guide, along with other career planning materials, as you continue your career path. Courses listed within this plan are only recommended coursework and should be individualized to meet each learner's educational and career goals. All plans should meet high school graduation requirements as well as college entrance requirements.*

<b>High School</b>	<b>9<sup>th</sup> Grade</b>	<b>10<sup>th</sup> Grade</b>	<b>11<sup>th</sup> Grade</b>	<b>12<sup>th</sup> Grade</b>		
	<b>Eng. 9 or English 9 H</b>	<b>Eng. 10 or English 10 H</b>	<b>Eng. 11 or English 11 Honors</b>	<b>1 Literature AND 1 Writing Course</b>		
	Pre-Alg., <b>Alg. I</b> or Geometry	<b>Alg. 1</b> , Geometry or Alg. II	Alg. II or higher for 4 year college	Math elective recommended		
	<b>Science 9</b> or Biology	<b>Biology</b> or Chemistry, Earth Science	3 <sup>rd</sup> Lab Science for 4 year college Chemistry, Earth Science, Physics	Science elective optional		
	<b>E. Cultural Studies</b> or H	<b>US History</b> or AP US Hist.	Social Studies elective optional	<b>Gov. or Gov H AND Economics</b> or AP <b>Micro Economics</b>		
	<b>PE</b> , , Art, Music, Foreign Language	<b>PE, Career Pathways</b> , Art, Music, Foreign Language	<b>PE, Health</b> Art, Music, Foreign Language	Art, Music, Foreign Language optional		
<b>Business Management Electives</b>		<b>Additional High School Electives</b>				
Keyboarding Microsoft Word I & II Bus. Occupations & Concepts Multi Media & Web Page I & II Digital Organization & Communication Bus. Ent./Organization Business Certified Coop		Computer Applications I & II Business Procedures Accounting I Accounting II-AS Business Law Psychology Sociology Probability & Statistics AP Statistics Fashion Merchandising International Business (JEDI course) Foreign Languages				
<b>Career Enhancement</b>	<b>Work-based Learning Options</b>		<b>Short-Term Training Options</b>			
	On-The-Job Training: <b>Business Certified Coop</b>		<input type="checkbox"/> Certified Help Desk Analyst <input type="checkbox"/> Certified Administrative Manager <input type="checkbox"/> Computerized Accounting Assistant <input type="checkbox"/> Internet & computing Core Certification (IC3) <input type="checkbox"/> Microsoft Certified Professional <input type="checkbox"/> Office Aide <input type="checkbox"/> Office Technology Assistant <input type="checkbox"/> Small Business Training <input type="checkbox"/> Conversational Spanish			
<b>Post-Secondary</b>	<b>Apprenticeships</b>		<b>Technical College</b>		<b>College/University</b>	
	<input type="checkbox"/> Funeral Director  For more information visit <a href="http://www.witechcolleges.com/default.htm">www.witechcolleges.com/default.htm</a>		<input type="checkbox"/> Accounting <input type="checkbox"/> Business Management <input type="checkbox"/> Finance <input type="checkbox"/> Human Resources <input type="checkbox"/> Office Assistant <input type="checkbox"/> Supervisory Management For more information visit <a href="http://www.witechcolleges.com/default.htm">www.witechcolleges.com/default.htm</a>		<input type="checkbox"/> Accounting <input type="checkbox"/> Business Administration <input type="checkbox"/> Finance <input type="checkbox"/> Human Resource Management <input type="checkbox"/> International Business <input type="checkbox"/> Management For more information visit <a href="http://www.wisconsin.edu">www.wisconsin.edu</a>	

**Pathways: Administrative & Information Support, Bus. Financial Management & Accounting, Business Analysis, Human Resources, Management and Marketing.**