

BUSINESS PROGRAMS OF STUDY

1. **Business Management/Administration**
2. **Accounting/Finance**
3. **Computer Applications For Business**



The following two classes are requirements in all three Business Pathways:

1. **Microsoft Word Essentials**
2. **Career and Financial Management**

The pathways provide a designation on the diploma for a **Career and Technical Education (CTE) Endorsement.**

See the Program of Studies, a Business Teacher, or a School Counselor for additional requirements.

BUSINESS COURSE OFFERINGS GRADE LEVELS



- Accounting (10-12)
- Business Communication (11-12)
- Business and Personal Finance (11-12)
- Business Technical Mathematics (11-12)
- Career Exploration Internship Program (12)
(Not offered in the 2023-24 school year)
- Career and Financial Management (9-12)*
- Computer Concepts and Applications (10-12)
- Entrepreneurship (10-12)
- Principles of Marketing (11-12)
- Microsoft Word Essentials (9-12)**
- Organization and Management (11-12)
- Web Page Design and Social Media (10-12)

***If a student is considering an Accounting/Finance Pathway, take Career and Financial Management before Business and Personal Finance.**

****Microsoft Word is a prerequisite and must be taken before a student enrolls in Computer Concepts and Applications.**

Students may select one or more business courses during each year of high school as an elective or may choose to enroll in a Business Pathway.

COLLEGE IN THE HIGH SCHOOL PROGRAM

COLLEGE ACCREDITED BUSINESS COURSES

- Business Communication
(3 college credits, ½ year)
- Business and Personal Finance*
(3 college credits, ½ year)
- Entrepreneurship
(3 college credits, ½ year)
- Computer Concepts and Applications**
(3 college credits, ½ year)
- Principles of Marketing
(3 college credits, full year)
- Organization and Management
(3 college credits, ½ year)

**Total college credits in the
Business Department = 18**

If interested in earning HVCC college credits, students will pay reduced cost of tuition.



BUSINESS AND MARKETING HONOR SOCIETY



Students who have successfully completed **three credits** in business may be eligible for the Business and Marketing Honor Society during their junior or senior year.

- GPA Business Courses, 88%
- GPA Overall, 80%
- Character
- Leadership
- Community Service

FUTURE BUSINESS LEADERS OF AMERICA

Students enrolled in business classes have the opportunity to participate in the National Organization of the Future Business Leaders of America (FBLA).



BUSINESS DEPARTMENT COURSES

FULL-YEAR CLASSES

Accounting (Held in the Business Computer Lab)

Principles of Marketing (HVCC)

Business Technical Mathematics (If needed, counts as the 3rd Unit of Math)

HALF-YEAR CLASSES

Business Communication (HVCC)

Business and Personal Finance (HVCC)

Career Exploration Internship Program (CEIP)
(Not offered in the 2023-24 school year)

Career and Financial Management. This course is a requirement in three business pathways. If a student is considering an Accounting/Finance Pathway, take Career and Financial Management before Business and Personal Finance.

Computer Concepts and Applications. (HVCC)
Microsoft Word is a prerequisite and must be taken before a student enrolls in Computer Concepts and Applications.

Entrepreneurship (HVCC)

Microsoft Word Essentials. This course is a requirement in three business pathways.

Organization and Management (HVCC)

Web Page Design and Social Media



BUSINESS EDUCATION DEPARTMENT

***DREAM BIG...
DREAM BUSINESS...***



2023-2024

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