



**State Approved CTE Program:**  
**52.0299 Business Administration Management and Operations**

YEAR: _____	PSN: _____
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Post-Secondary Program: \_\_\_\_\_ Prgm. Degree: \_\_\_\_\_ Post CIP Code: \_\_\_\_\_

School/College/University: \_\_\_\_\_ Notes: \_\_\_\_\_

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SECONDARY	Grade	English	Math	Science	Social Studies	Other Required or Related Courses / Electives	CTE Program Courses
	9						
	10						
	11						Articulated Credit(s)
	12						

- | Related Occupations  |
|--|
| <ul style="list-style-type: none"> <li>▶ Administrative Assistant</li> <li>▶ Advertising Sales Person</li> <li>▶ Auditor</li> <li>▶ Business Consultant</li> <li>▶ Certified Public Accountant</li> <li>▶ Corporate Trainer</li> <li>▶ E-Commerce Analyst</li> <li>▶ Entrepreneur</li> <li>▶ Facilities Manager</li> <li>▶ Finance Director</li> <li>▶ Human Resources Manager</li> <li>▶ Investment Executive</li> <li>▶ Marketing Analyst</li> <li>▶ Medical Transcriptionist</li> <li>▶ Office Manager</li> <li>▶ OSHA/ADA Compliance Officer</li> <li>▶ Personnel Recruiter</li> <li>▶ Public Relations Manager</li> <li>▶ Sales Representative</li> <li>▶ Wholesale and Retail Buyer</li> </ul> |

**Post-Secondary Courses**

Below is a sample representing courses within the program. Note: The order of offerings may vary. Please consult with the post-secondary counselor.

POST-SECONDARY	Year	GENERAL EDUCATION COURSES		PROGRAM MAJOR COURSES	
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Related Certifications

Related Work Experience



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  - ▶ Advertising Sales Person
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  - ▶ E-Commerce Analyst
  - ▶ Entrepreneur
  - ▶ Facilities Manager
  - ▶ Finance Director
  - ▶ Human Resources Manager
  - ▶ Investment Executive
  - ▶ Marketing Analyst
  - ▶ Medical Transcriptionist
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**Related Certifications**

**Related Work Experience**



**State Approved CTE Program:**  
**52.0800 Finance and Financial Management Services**

YEAR: \_\_\_\_\_ PSN: \_\_\_\_\_

Post-Secondary Program: \_\_\_\_\_ Prgm. Degree: \_\_\_\_\_ Post CIP Code: \_\_\_\_\_

School/College/University: \_\_\_\_\_ Notes: \_\_\_\_\_

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- Related Occupations**
- ▶ Abstractor
  - ▶ Accountant
  - ▶ Actuary
  - ▶ Bill and Account Collector
  - ▶ Commodities Representative
  - ▶ Controller
  - ▶ Credit Analyst
  - ▶ Debt Counselor
  - ▶ Economist
  - ▶ Financial Planner
  - ▶ Foreign Exchange Manager
  - ▶ Fund Raiser
  - ▶ Insurance Broker
  - ▶ Internal Auditor
  - ▶ Loan Officer
  - ▶ Non-Profit Manager
  - ▶ Tax Examiner
  - ▶ Title Researcher and Examiner
  - ▶ Treasurer
  - ▶ Trust Officer
  - ▶ Underwriter

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**State Approved CTE Program:**  
**52.1999 Marketing, Sales and Service**

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School/College/University: \_\_\_\_\_ Notes: \_\_\_\_\_

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