



Name Brian Greene

Learner ID \_\_\_\_\_

School/College/University Pearl City High School, Highland Community College, A.A. Business Administration

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## Business, Management and Administration

### Career Cluster Plan of Study for ► Learners ► Parents ► Counselors ► Teachers/Faculty

This Career Cluster Plan of Study (based on the Business, Management and Administration Career Cluster) can serve as a guide, along with other career planning materials, as learners continue on a career path. Courses listed within this plan are only recommended coursework and should be individualized to meet each learner's educational and career goals. \*This Plan of Study, used for learners at an educational institution, should be customized with course titles and appropriate high school graduation requirements as well as college entrance requirements.

EDUCATION LEVELS	GRADE	English/ Language Arts	Math	Science	Social Studies/ Sciences	Other Required Courses	*Career and Technical Courses and/ or Degree Major Courses for Business, Management and Administration	SAMPLE Occupations Relating to This Career Cluster	
Interest Inventory Administered and Plan of Study Initiated for all Learners									
<b>SECONDARY</b>	9	English 1	Algebra or Higher	General Science or Physical Science	World Geography/History	Physical Education, Health, Driver's Education, Consumer Education, Technology for the 21st Century, Computer Concepts, Keyboarding & Computer Applications	Keyboarding and Computer Applications, Computer Concepts	<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>	
	10	English 2	Geometry or higher	Physical Science or Biology	American Government/U.S. History I or II				
	11	English 3	Algebra 2 or higher	Biology, Chemistry 1 or Geology	Elective History				
	College Placement Assessments-Academic/Career Advisement Provided								
	12	English elective	Math class or elective	Science elective	History or elective				
Articulation/Dual Credit Transcribed-Postsecondary courses may be taken/moved to the secondary level for articulation/dual credit purposes.									
<b>POSTSECONDARY</b>	Year 13	ENGL 121, 122, SPCH 191	3 credits MATH 165 or above	7 credits Physical/Life Sciences	9 credits Social/Behavioral Sciences	12 credits Humanities and Fine Arts	Recommended Courses: ACCT 213, 214, BUSN 121, BUSN 223 or 229, ECON 111, 112, INFT 180, MATH 171, 172, MATH 177 or BUSN 221, PHIL 282, PSY 161		
	Year 14								
	Year 15	Transfer to university with bachelor's degree in business							
	Year 16								