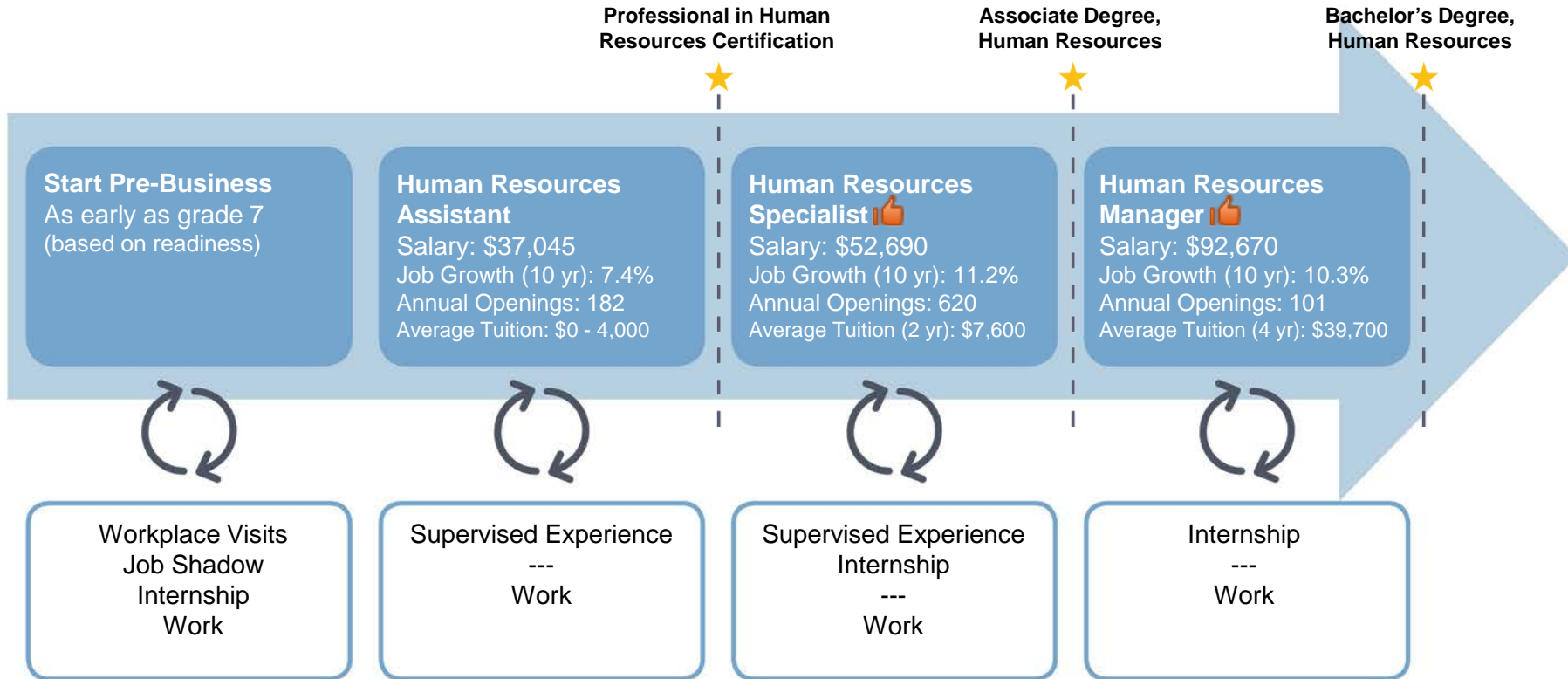




Business and Administrative Services Pathway Model



Provided by middle schools, high schools, employers, Ohio Tech Centers, and colleges.

Preparing students for multiple options after high school:
gainful employment and/or postsecondary study.



Business and Administrative Services Pathway Model

Secondary Pathway: **Business Management** Postsecondary Program: **Human Resources**

Courses with Secondary and Post-Secondary Credits

Secondary	7 8	English	Algebra I	Science	Social Studies	Fine Arts			
	9 10	English	Geometry	Biology	US History	Health (.5) PE (.5)	Fundamentals of Business & Admin. Svcs.	Management Principles	Business Foundations
	11	English	Algebra II	Chemistry	US Government & Economics	Foreign Language	Operations Management		
	12	English	Trigonometry	Physics	Psychology	Foreign Language	Human Resources Management	Business Capstone	
Post-Secondary	Year 1 1st Semester	English	Business Language	Business Applications	Human Resources Management	Computer Applications	Management		
	Year 1 2nd Semester	Statistics	Personnel Interviewing	Employee Training	Labor Relations	HR Policy & Procedure Writing	Legal Environment of Business	Benefits & Compensation	
	Year 2 1st Semester	Intercultural Communication	Micro- economics	HR Records Management	Workplace Safety	Staffing and the Law	Payroll		
	Year 2 2nd Semester	American Government	Administration of Human Resources	Voluntary Benefits	HRM Practicum	Natural Sciences Elective			

High School CTE Program Courses

High School Courses for Postsecondary Credit (Including Apprenticeship Hours) and the Corresponding Postsecondary Courses

Required Courses

Recommend Electives

Visit education.ohio.gov/CareerConnections for reference information

5.2014