

Announcement Regarding Changes to the Career-Technical Education Business Career Field Pathways

This document offers a summary of information presented as part of the Statewide Business Career Field Educator's Meeting on October 18, 2022. The meeting recording can be found on the [Ohio Department of Education's channel](#) for additional review.

The Office of Career-Technical Education schedules revisions of its Career Field Technical Content Standards on a rotating basis. To ensure students learn the rigorous, industry-relevant knowledge and skills they need to be successful, the Office seeks feedback from educators, community members and industry professionals as each set of standards is reviewed and revised. As a result of the most recent Technical Content Standards and Course Revision process, significant changes have been made to the Ohio Career-Technical Education Business Career Field Pathways (C4, C5, S5, G2). The Business Career Field pathways have been reorganized with clear occupational and industry alignment to better meet the needs of industry and labor market demand in the state of Ohio. These changes impact the available courses in each pathway. The following information provides additional details regarding these changes.

Which courses have been removed from all pathways?

- **BA Finance, BA Marketing, BA Strategic Management, Business Applications and Economics (141015, 141010, 141020, 141005):** These courses were developed during the 2015 Technical Content Standards and Course Revision process in alignment with a third-party curriculum. Upon review, the course outlines were found to be non-rigorous, duplicative with other course offerings and not aligned to related occupational pathways.
- **Medical Terminology for Business (142050):** This course lacked an aligned WebXam and related content standards, which led to confusion in program design and low course enrollment across the state. The cross-pathway course, Medical Terminology (072150), remains available in the C4 pathway.
- **International Business (141035):** This course had reoccurring low enrollment across the state. Business and industry partners recommended that “global” business competencies be embedded and included across all courses.
- **Business Informatics (142040):** This course had reoccurring low enrollment across the state. Due to a lack of related standards, it has been removed in favor of including the cross-pathway course Database Applications Development (145085) in the C4, C5 and G2 pathways.

Which courses remain in each pathway?

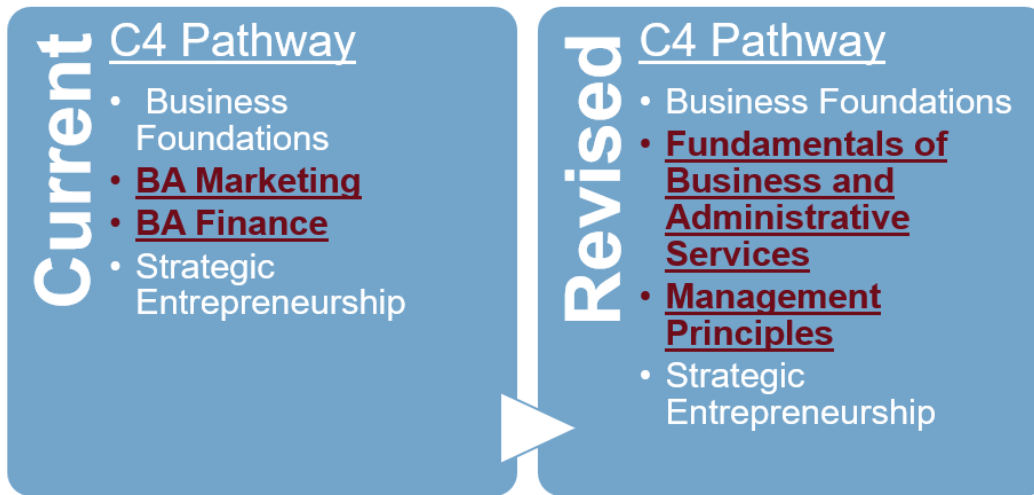
Course changes for each pathway are reflected in the [FY24 Program Matrix](#) and updated course offerings for each pathway are provided in the chart at the end of this document. The most significant changes were made to the Business and Administrative Services (C4) pathway. Non-career field relevant courses were removed from each pathway to better ensure alignment of future programs of study to in-demand occupations. For example, the C4 pathway prepares students for careers in business management and business administration, including occupations in human resources management, legal management and medical management.

Do I need to submit a revised CTE-26 application?

Please complete the following steps to determine if a revised CTE-26 application needs submitted:

1. Determine the Business Career Field pathway(s) for which the school currently has an approved CTE-26 application.
2. Determine what courses are currently being offered in the pathway(s) and compare this program of study (course offerings) with the [FY24 Program Matrix](#) to identify if any courses will be removed from the pathway(s) as of next year.
3. If some of the current course offerings have been removed from the pathway(s), determine which courses the program will select to replace them (see DRAFT course outlines [on the respective Career Field webpages](#)).
4. If the replacement courses are available in the pathway(s) for which the program already has approval, it is not necessary to submit a new or revised CTE-26.
5. If the replacement courses are in another pathway for which the school does not have an approved CTE-26, a new CTE-26 application is needed.

Example of Step 4 – No Change Needed to CTE-26



Example of Step 5 – Change Needed – Submit New/Revised CTE-26



If you need additional assistance reviewing or revising your current program of study, please contact any member of the [Business Career Field Unit](#) or your [local Tech Prep coordinator](#).

Will licensure requirements change because of the new pathways?

There have been no changes to licensure requirements for courses in any of the Business Career Field Pathways; revising pathways will not impact any teacher's eligibility to teach the courses for which they have been licensed.

Which Business Career Field course/pathway fulfills the new graduation requirement for a half credit of Financial Literacy?

There are only two courses that satisfy the graduation requirement for a half credit of Financial Literacy. Districts interested in embedding the financial literacy requirement into their Business Career Field Pathway would need to integrate the standards from both courses (one of the two eligible Financial Literacy courses and the Business Career Field course of their choosing) and award simultaneous credit. The Ohio Financial Literacy Standards can be found on the [Department's website](#), and the course outlines for each of the Business Career Field Pathways can be found on the respective [Career Field pages](#).

Business and Administrative Services C4	Logistics and Supply Chain Management C5	Marketing S5	Finance G2
<ul style="list-style-type: none"> • Business and Administrative Services Capstone • Business Foundations • Database Applications Development • Fundamentals of Business and Administrative Services • Human Resource Management • Legal Environment of Business • Management Principles • Medical Office Management • Medical Terminology • Office Management • Operations Management • Professional and Technical Sales • Strategic Entrepreneurship 	<ul style="list-style-type: none"> • Business and Administrative Services Capstone • Business Foundations • Database Applications Development • Fundamentals of Business and Administrative Services • Legal Environment of Business • Logistics Management • Management Principles • Marketing Principles • Merchandising and Buying • Operations Management • Professional and Technical Sales • Strategic Entrepreneurship • Supply Chain Management • Unmanned Aircraft Systems 	<ul style="list-style-type: none"> • Business Foundations • Digital Marketing and Management • Integrated Marketing Communications • Logistics Management • Management Principles • Marketing Applications • Marketing Capstone • Marketing Principles • Marketing Research • Merchandising and Buying • Operations Management • Professional and Technical Sales • Strategic Entrepreneurship • Supply Chain Management 	<ul style="list-style-type: none"> • Business Foundations • Corporate Finance • Database Applications Development • Finance Capstone • Finance Foundations • Financial Accounting • Financial Services Operations • Fundamentals of Financial Services • Management Principles • Managerial Accounting • Professional and Technical Sales • Strategic Entrepreneurship