



# Career Pathways: Business Financial Management and Accounting, Marketing, Administrative and Information Support

**Overview:** Services for financial and investment planning, banking, insurance, and business financial management. Implementing computer systems and software, providing technical assistance, and managing information systems. Planning, managing, and performing marketing activities to reach organization objectives.

PROGRAM OF STUDY					CAREER RELATED EXPERIENCES		
<b>Secondary</b> (*Dual Enrollment)	<b>6<sup>th</sup> – 8<sup>th</sup></b>	Career-Related Electives:	Art World Language Band	Chorus Living Skills Drama	Orchestra Computer Technology	<p><b>Curricular:</b> Virtual Enterprise VA Future Business Leaders of America (FBLA) DECA Marketing Association</p> <p><b>Work-Based Learning:</b> Internships Job Shadowing Mentorships</p> <p><b>Service Learning:</b> Community Service Examples: The Food Bank of the Virginia Peninsula The Boys &amp; Girls Club Community Center Training Faith-based tutoring programs Mariners' Museum Volunteers Riverside Regional Medical Center Volunteers</p>	
	<b>Career Assessment (Kuder®)</b>						
	<b>9<sup>th</sup></b>	Core Courses:	English 9 Algebra I	Science World Geography	World Language Health & PE		
		Career-Related Electives:	*IT Fundamentals *Digital Input Technology	Principles of Business & Marketing	Computer Applications Foundations of Technology		
	<b>10<sup>th</sup></b>	Core Courses:	English 10 Geometry	Science World Language	World History Health & PE		
		Career-Related Electives:	*Computer Information Systems *Business Management	Sports, Entertainment & Recreation Finance	Fashion Merchandising Public Speaking		
	<b>11<sup>th</sup></b>	Core Courses:	English 11 Algebra II	Science World Language	Virginia & U.S. History Elective (s)		
		Career-Related Electives:	*Advanced Computer Information Systems *Marketing Management	Fashion Merchandising Business Law	Technical Writing Accounting Marketing Co-op		
	<b>12<sup>th</sup></b>	Core Courses:	English 12 Probability & Statistics	Science or elective Virginia & U.S. Government	Elective (s)		
		Career-Related Electives:	*Business Management *Advanced Marketing *Marketing Management	Introduction to Computer Programming Advanced Accounting	Technical Writing *Computer Network Hardware		
<b>Post Secondary Placement Assessments (SAT, ACT, ASVAB, etc.)</b>							
<b>Postsecondary</b>	On-the-Job Training	Cooperative Office Education: 11 <sup>th</sup> & 12 <sup>th</sup> Grades				<p><b>Sample Careers</b> Budget Analyst or Manager Customer Service Clerk E-Commerce Analyst Entrepreneur Human Resource Manager Meeting and Convention Planner Personnel Recruiter Sales Representative</p> <p><b>Professional Associations:</b> Phi Beta Lambda National Council on Economics Education American Finance Association Association of Finance Professionals National Business Education Association Information Technology Association of America Information Technology Industry Council Delta Epsilon Chi (Collegiate DECA) American Marketing Association Virginia Retail Merchants Association National Retail Federation Peninsula Sales &amp; Marketing Executives</p>	
	Credentials	Microsoft Office Specialist Internet and Computing Core Certification (IC3) National Professional Certification in Customer Service (National Retail Federation) Fundamental Marketing Concepts (ASK Institute) Retail Trade Assessment (NOCTI) *Students may earn all or part of these certificates as part of the High School experience. Certifications may be used for verified SOL credit.					
	Associate's Degree	Business Administration Associate of Science Information Technology	Accounting Management Associate of Applied Science Management/Marketing	<b>College Connections</b> Thomas Nelson Community College Tidewater Community College			
	Bachelor's Degrees	Accounting & Information Systems Business Management Finance, Insurance & Bus. Law Information Systems Business Administration	Business Information Technology Management Marketing Management Info. Systems	<b>College Connections</b> CNU, ODU, VCU NSU, etc. Public Colleges and Universities Private Colleges and Universities For a list, visit: www.schev.edu			
	Graduate Degree	Master of Business Administration (MBA) Urban Studies Public Administration	Masters of Information Systems Computer Engineering Business Administration	<b>College Connections</b> CNU, ODU, VCU NSU, etc. Public Colleges and Universities Private Colleges and Universities For a list, visit: www.schev.edu			

Students should take four years of mathematics and science during high school. There are opportunities for dual enrollment courses with TNCC and career and technical options at New Horizons Regional Center.

Students should take Advanced Placement (AP), International Baccalaureate (IB), dual credit, or Career and Technical (CTE) courses, as applicable.

This plan of study serves as a guide, along with other career planning materials, for pursuing a career path and is based on the most recent information available. Individual student plans should be reviewed frequently with school counselor to ensure high school graduation and post-secondary requirements are satisfied, as applicable.