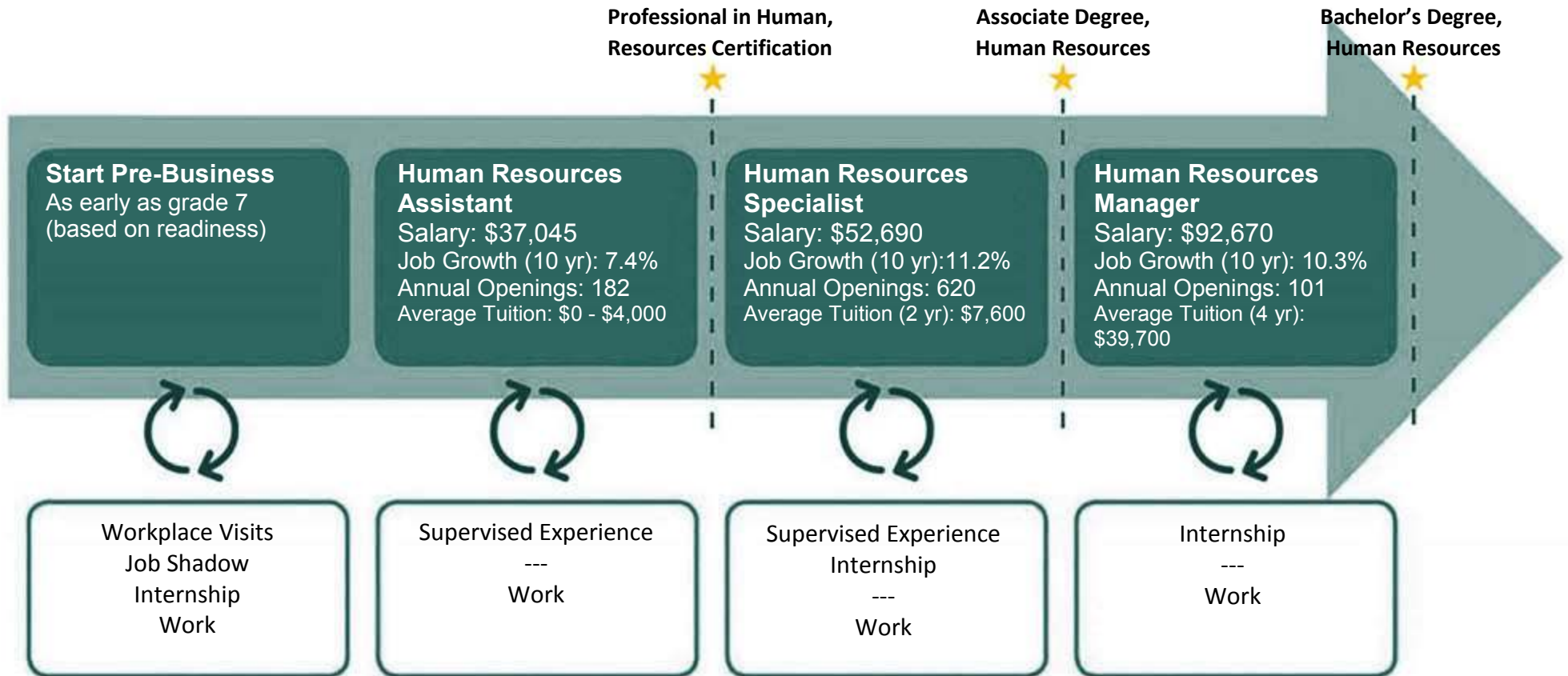




# Business and Administrative Services Pathway Model



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

**Preparing students for multiple options after high school:**  
gainful employment and/or post-secondary study.



**Courses with Secondary & 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 Principals	Business Foundations
	11	English	Algebra II	Chemistry	US Gov't & 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	Personal 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
Recommended Electives

