



Commonwealth of Virginia Plan of Study

Student Name: _____

School: _____

Date: _____

Cluster: Business, Management & Administration

Pathway: Retail Management Specialization

This Career Pathway Plan of Study 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	Mathematics	Science	Social Studies/ Science	Other Required Courses Recommended Electives Learner Activities	Recommended Career and Technical Courses Source: Administrative Planning Guide www.doe.virginia.gov/VDOE/ Instruction/CTE/apg/	SAMPLE – Occupations Relating to This Pathway: www.doe.virginia.gov/VDOE/ Instruction/CTE/careerclusters/ www.careerclusters.org www.cteresource.org/cpg/	
Graduation Requirements: http://www.doe.virginia.gov/2plus4in2004/index.shtml									
MIDDLE	7	English	Math 7/3111	4115/Life Science	Social Studies 7/2355	Health & PE	Exploring Computers/Keyboarding 6150	<ul style="list-style-type: none"> ▶ Accountant ▶ Accounting Clerk ▶ Accounting Supervisor ▶ Acnts. Receivable Clerk ▶ Adjuster ▶ Adjustment Clerk ▶ Assistant Treasurer ▶ Auditor ▶ Billing Clerk ▶ Billing Supervisor ▶ Bookkeeper ▶ Budget Analyst ▶ Budget Manager ▶ Certified Public Acct. ▶ Chief Financial Officer ▶ Collections Executive ▶ Controller ▶ Finance Director ▶ Investment Executive ▶ Merger & Acquisitions ▶ Payroll Accounting Clerk ▶ Price Analyst 	
	8	English	Math 8/3112	4125/Physical Science 8	Social Studies 8/2220 Civics & Economics	Health & PE	6151 Keyboarding/Word Processing(18 wks) 6111 Make it Your Business (18wks)		
Career Assessment: Administration of a career assessment instrument is appropriate at the middle school level to help students and their parents plan for high school (Virginia's Career Planning System or other assessment product).									
SECONDARY	9	English	Algebra I	Earth Sciences	World History/ Geography	Health & PE (2 years) Foreign Language (3 years) Other Electives to Complement Pathway (Core Academic and CTE):	6115 Principles of Business & Marketing		
	10	English	Geometry	Biology	World History/ Geography		6136 Business Management (18 wk) 6121 Finance (18 wk)		
	11	English	Algebra II	Chemistry	US/VA History		6612 Computer Information Systems/ITE 115 Intro to Computer Applications & Concepts		
	12	English	Trigonometry/ Advanced Algebra	Physics (or Principles of Technology I and II)	US/VA Government		6320 Accounting/ACC 115 Applied Accounting or Computerized Accounting		
High school courses in the pathway offered locally for college credit should be coded: DE (Dual Enrollment) and/or VC (Validated Credit)									
List related certifications/credentials approved by VDOE and offered locally: http://www.doe.virginia.gov/VDOE/Instruction/CTE/apg/ (Go to Section 9.)						Additional Learning Opportunities: CTSO Organization(s): <input type="checkbox"/> DECA <input checked="" type="checkbox"/> FBLA <input type="checkbox"/> FCCLA <input type="checkbox"/> FFA <input type="checkbox"/> FEA <input type="checkbox"/> HOSA <input type="checkbox"/> SkillsUSA <input type="checkbox"/> TSA			
Work-Based Learning: <input type="checkbox"/> Career Research <input checked="" type="checkbox"/> Cooperative Education <input type="checkbox"/> Internship <input type="checkbox"/> Mentorship <input type="checkbox"/> Job Shadowing <input type="checkbox"/> Service Learning Project <input type="checkbox"/> Student Apprenticeship									
Postsecondary: Placement Assessments such as COMPASS & SAT II						College Entrance Exams such as ACT & SAT			
POSTSECONDARY	SAMPLE POSTSECONDARY PROGRAMS RELATED TO THIS CAREER PATHWAY Individual plans must include locally agreed upon courses at the postsecondary level (See page 2)								
	Pathway	Associate Degree, College Certificate, or Apprenticeship			Bachelors Degree			Postgraduate Degree	
	Management – Retail Mkt. Spec	Management AAS (JSRCC)			Finance, Financial Planning Finance & Risk Management Business Administration/Management International Management			Decision Sciences Finance Global Marketing Management	

College: J. Sargeant Reynolds Community College

School Division(s): _____

Postsecondary: Placement Assessments such as COMPASS & SAT II

POSTSECONDARY - COMMUNITY COLLEGE or APPRENTICESHIP - Determined Locally	Semester	English	Mathematics	Science	Social Studies	Required Courses or Recommended Electives			
	POSTSECONDARY PLAN OF STUDIES MUST INCLUDE POSTSECONDARY ACADEMIC, CTE, AND OTHER ELECTIVE COURSES APPROPRIATE FOR AN ASSOCIATE DEGREE.								
	Year 1 1st Semester	ENG 111 College Compositions I DE			SDV 100 College Success Skills	ITE Computer Applications & Concepts DE	BUS 100 Introduction to Business	MKT 201 Introduction to Marketing	Personal Wellness Elective
	Year 1 2nd Semester	ENG 112 College Compositions II DE	MTH 120 Introduction to Mathematics			BUS 111 Principles of Supervision	BUS 205 Human Resource Management	MKT 215 Sales and Marketing Management	MKT 227 Merchandise Buying and Control
	Year 2 1st Semester		BUS 125 Applied Business Mathematics		ECO 120 Survey of Economics	AST 205 Business Communications	MKT 216 Retail Organization and Management	BUS 290 Coordinated Internship	MKT Elective
Year 2 2nd Semester				Humanities/Fine Arts Elective	ACC 115 Applied Accounting	MKT 260 Customer Service Management	MKT 271 Consumer Behavior	BUS 298 Seminar and Project in Business	

College courses offered locally in the high school for college credit should be coded: DE (Dual Enrollment) and/or VC (Validated Credit)

Related Industry Certifications Available:

Additional Suggested Learning Opportunities:

Work-Based Learning:

- Cooperative Education
 Internship
 Mentorship
 Job Shadowing
 Service Learning Project
 Registered Apprenticeship

UNIVERSITY

University/College:
 Degree or Major:
 Number of Articulated CC Credits:

Notes: