



Commonwealth of Virginia Plan of Study

Student Name: _____

School: _____

Date: _____

Cluster: Business, Management & Administration

Pathway: Business Financial Management and Accounting

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 ▶ Accts. 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): 6320 Accounting/ACC 115 Applied Accounting DE	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 DE		
	12	English	Trigonometry/ Advanced Algebra	Physics (or Principles of Technology I and II)	US/VA Government		6320 Accounting/ACC 215 Applied Accounting or Computerized Accounting DE		
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 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		
Finance	Accounting 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 Composition I DE	MTH 120 Introduction to Mathematics	SDV 100 College Success Skills	ACC 211 Principles of Accounting I DE	ITE 115 Introduction to Computer Applications & Concepts DE				
	Year 1 2nd Semester	ENG 112 College Composition II DE Or Technical Writing	ECO 201 Principles of Economics I- Macroeconomics		Humanities/Fine Arts Elective	ACC 215 Computerized Accounting DE	ACC 124 Payroll Accounting	ACC 212 Principles of Accounting II		
	Year 2 1st Semester		ECO 202 Principles of Economics II- Microeconomics	ITE 140 Spreadsheet Software		ACC 219 Government & Non-Profit Accounting	ACC 221 Intermediate Accounting I	ACC 231 Cost Accounting I	BUS 240 Introduction to Business Law	
Year 2 2nd Semester			ITE 150 Desktop software	Personal Wellness Elective	ACC 241 Auditing	ACC 222 Intermediate Accounting II	ACC 261 Principles of Federal Taxation I	BUS 220 Introduction Business Statistics		

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: