

BUSINESS MANAGEMENT AND ADMINISTRATION CAREER CLUSTER

Preparations that can add this Endorsement:

Preparation	Pedagogy		CTE Methods		Test		Coursework
Early Childhood Preparation	X	AND	X	AND	X	OR	X
Elementary Preparation	X	AND	X	AND	X	OR	X
Secondary Preparation			X	AND	X	OR	X
CTE Preparation					X	OR	X
K-12 Preparation			X	AND	X	OR	X
Early Childhood SPED Preparation	X	AND	X	AND	X	OR	X
K-12 SPED Preparation			X	AND	X	OR	X

State-Designated Pedagogy Requirements (*Effective July 1, 2019*):

- 7-12 PLT; or
- Practicum, internship, or student teaching 7-12; or
- 2 years of verified teaching experience in a 7-12 setting

Coursework Requirements:

18 Semester hours of coursework including:

- **A minimum of 1 credit of each of the following:**
 - Accounting
 - Business Management
 - Business Communication or Computer Applications
 - Economics, Finance or Personal Finance
- The remaining coursework should be related to the following:
 - Business
 - Marketing
 - Finance
 - Entrepreneurship

State-Designated Test Requirements:

Test #	Test Name	Cut Score	Effective Date
5101	Business Education	148	12/01/2012

Assignment Codes:

Code	Assignment Description
10004	Foundations of Technology
10005	Business Computer Applications
10049	Advanced Business Computer Applications
10203	Multi-Media Design
11152	Desktop Publishing

12051	Introduction to Business
12052	Business Management
12053	Entrepreneurship
12054	Business Law
12056	International Business and Marketing
12061	Entrepreneurial Skills
12101	Introduction to Financial Services
12102	Banking Services
12104	Accounting I
12105	Business Economics
12106	Risk Management & Insurance
12108	Advanced Accounting
12109	Specialized Accounting
12164	Marketing Principles
12202	Principles of Selling
12606	Grades 5-8 Word Processing
19262	Personal Finance
22101	Leadership & Service
22104	Service Learning
22151	Career Exploration
22152	Employability
80018	Youth Internship
80019	Senior Experience
80020	Youth Apprenticeship
80026	Entrepreneurship Experience