

# 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:

Test #	Test Name	Cut Score	Effective Date
5624	Principles of Learning and Teaching (7-12 PLT)	157	07/01/2012
<b>Waiver of Pedagogy Test</b>			<b>7-12 PLT</b>
The PLT test may be waived if verification of two or more years of state-certified teaching experience in the grade span of the endorsement is documented.			Experience in a 5-12 grade span

## State-Designated Test Requirements:

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

## Coursework Requirements:

18 Semester hours of coursework
<ul style="list-style-type: none"> <li>• A minimum of 1 credit in each of the following:               <ul style="list-style-type: none"> <li>○ Accounting</li> <li>○ Business Management</li> <li>○ Business Communication or Computer Applications</li> <li>○ Economics, Finance or Personal Finance</li> </ul> </li> <li>• The remaining coursework should be related to the following:               <ul style="list-style-type: none"> <li>○ Business</li> <li>○ Marketing</li> <li>○ Finance</li> <li>○ Entrepreneurship</li> </ul> </li> </ul>

## Assignment Codes:

Code	Assignment Description	Code	Assignment Description
02154	Business Math	12106	Principles of Insurance
02993	Mathematics – Test Preparation	12108	Accounting II
04201	Economics	12109	Advanced Accounting
04202	Comparative Economics	12164	Marketing Principles
04203	AP Microeconomics	12199	Marketing Communication
04204	AP Macroeconomics	12202	Principles of Selling and Advertising
04205	AP Economics	12606	Grades 5-8 Word Processing
10004	Workplace Technology Skills	15204	Public Finance
10005	Business Computer Applications	16101	Hospitality and Lodging Services

<b>Code</b>	<b>Assignment Description</b>	<b>Code</b>	<b>Assignment Description</b>
10049	Advanced Business Computer Applications	22004	Dropout Prevention
10052	Computer Science Principles	22051	Office Aide (By Students)
10057	Computer Science Essentials	22054	Tutoring (By Students)
10203	Multi-Media Design	22101	Leadership and Service
11152	Desktop Publishing	22104	Service Learning
12006	Word Processing	22106	Freshman Seminar
12051	Introduction to Business	22110	AP Seminar
12052	Business Management	22151	Career Exploration
12054	Business Law	22152	Employability
12056	International Business and Marketing	22250	Exploratory
12061	Entrepreneurial Skills	22990	JAG – Middle School
12101	Introduction to Financial Services	22991	JAG – High School
12102	Principles of Banking	25013	Life Management
12104	Accounting I	80018	Youth Internships
12105	Business Economics	80019	Senior Experience
19262	Personal Finance	80026	Entrepreneurship Experience
20151	Logistics Planning and Management	80020	Youth Apprenticeship
22001	Standardized Test Preparation	80033	E-Mentor (certified staff)