

	Grade	English	Math	Science	S.S.	Required Courses or Recommended Electives and/or CTE Courses			
SECONDARY <i>Career Coaching</i>	9	English 9	Algebra I, Part I & Part II	Earth Science	World History I	Health/PE 9	Keyboarding Applications (6151) (AST 101)		
	10	English 10	Geometry	Biology		Health/PE 10	Computer Information Systems (6612) (ITE 115)		
	11	English 11 *		Chemistry or Biology II/Ecology	VA/US History 11 *		Accounting (Recommended)		
	12	English 12			VA/US Government *		Word Processing (6625) (AST 141)		
College Placement Assessments (Reading, Writing, & Math)									
POSTSECONDARY <i>Community College Career Placement</i>	Year 1 1st Sem	ENG 137 Communication Processes I Or ENG 111 College Composition I				AST 101 Keyboarding I	AST 107 Editing/ Proofreading Skills	AST 206 Professional Development Or Approved Elective	ITE 115 Intro to Computer Applications & Concepts
						AST 243 Office Administration I	SDV 100 College Success Skills		
	Year 1 2nd Sem		MTH 141 Business Mathematics I		SSC 101 Contemporary Social Problems I Or	AST 234 Records & Database Management	AST 141 Word Processing I	AST 102 Keyboarding II	Approved Elective

4-year Institution					SSC 102 Contemporary Social Problems II				
	Year 1 Summer								
	Year 2 1st Sem								
	Year 2 2nd Sem								
	Year 2 Summer								
4-year Institution	University/College:				Key	Required Course		Certification Prep Course	
	Degree or Major:					Dual Credit or Articulated course (HS to CC)		*Academic Dual Enrollment	
	Number of Articulated CC Credits:					Articulated course: CC to 4-yr		Date: Revised July 2006	

Dual Enrollment Courses	
DE English 11	ENG 111
DE US History or DE US Government	SSC 101 or 102

Guidelines
2.0 Overall average (on a 4.0 scale) required.
C or better required on articulated courses.
Program must be commenced within 2 years of graduation.
Articulated credits may not transfer to other institutions.
Students may only earn a maximum of two articulated, non-dual enrollment courses toward a Certificate Program.
Students may be required to demonstrate knowledge/skills on articulated courses.