



Banking and Related Services

Cluster Overview: Careers encompass planning, services for financial and investment planning, banking, insurance, and business financial management.

Career Goal (O*NET Code): Credit Analyst (13-2041), Teller (43-3071), Data Processor (15-1061), Financial Manager (11-3031), Securities & Commodities (41-3031), Appraiser, Real Estate (13-2021).

Student Name: _____

Grade: _____

School: _____

SUGGESTED COURSEWORK

EXTENDED LEARNING EXPERIENCES

Middle School	8th	HS Courses:	Touch Systems Data Entry		Curricular Experiences: Business Professionals of America DECA Family, Career and Community Leaders of America	Extracurricular Experiences: Academic Decathlon Language Immersion Programs Math Tutor School Newspaper Student Government UIL Academic Competitions Yearbook
	9th	Core Courses:	English I Algebra I or Geometry Biology	World Geography Languages other than English I Physical Education		
10th		Career-Related Electives:	Principles of Business, Marketing and Finance and Business Law		Career Learning Experiences: Career Preparation Internship Job Shadowing	Service Learning Experiences: Boy Scouts of America Campus Service Organizations Community Service Volunteer Girl Scouts of the USA Peer Mentoring / Peer Tutoring
	11th	Core Courses:	English II Geometry or Alg II Chemistry	World History Languages other than English II		
12th		Career-Related Electives:	Business Information Management I or Accounting I		COLLEGE CREDIT OPPORTUNITIES -- High School Students should take Advanced Placement (AP), International Baccalaureate (IB), dual credit, Advanced Technical Credit (ATC), or locally articulated courses (Tech Prep), if possible. List those courses that count for college credit on your campus.	
	11th	Core Courses:	English III Algebra II, Pre-Cal, or Math Models Physics or Princ of Technology	United States History Professional Communications		
12th		Career-Related Electives:	Business Information Management II		COLLEGE CREDIT OPPORTUNITIES -- High School Students should take Advanced Placement (AP), International Baccalaureate (IB), dual credit, Advanced Technical Credit (ATC), or locally articulated courses (Tech Prep), if possible. List those courses that count for college credit on your campus.	
	12th	Core Courses:	English IV Alg III, Pre-Calculus, or AP Calculus Science Elective	Government/Economics Fine Arts		
On-the-Job Training		Accounting Clerk	Mortgage Clerk or Realtor Assistant	Member Services Representative Teller	Professional Associations: American Bankers Association American Collectors Association of Texas American Institute of Banking Association for Financial Professionals Bank Administration Institute Credit Union National Association, Inc. Institute of Certified Bankers Mortgage Bankers Association of America Phi Beta Lambda Society of Certified Credit Executives	
	Certificates	A*S*K* Bookkeeping Fundamentals	I-Net+ Microsoft Office Specialist Network +	Office Proficiency Assessment OSHA CareerSafe		
Postsecondary	Associate Degrees	Accounting Business Information and Data Processing Services	Financial Management and Services	Law and Legal Studies Office Systems	Career Options: Title Examiner Loan Officer	Repossession Agent Margin Clerk Loan Servicing Specialist
	Bachelor Degrees	Accounting Business Administration Management	Computer Information Systems Finance Economics	Information Systems Management Real Estate Finance	Career Options: Internal Auditor Cost Estimator	Credit Analyst Budget Officer Commercial Collection Officer
	Graduate Degrees	Business Administration - Finance Financial Management	Information Science Law Management - Financial Planning	Management Information Systems Marketing - International Emphasis Quantitative Finance	Career Options: Corporate Lawyer Risk and Profit Analyst	Bank Examiner Finance Compliance Officer Securities Compliance Agent

Students may select other elective courses for personal enrichment purposes.

This plan of study serves as a guide, along with other career planning materials, for pursuing a career path and is based on the most recent information as of 2009. All plans meet high school graduation requirements as well as college entrance requirements.