

Tech Prep Six Year Plan

Consortium: Upper East Texas Tech Prep

Program: Office Information Specialist with Legal (AAS), CIP Code: 52.0407



ISD:

College: Paris Junior College

	HIGH SCHOOL				COLLEGE			
	Freshman	Sophomore	Junior	Senior	Freshman		Sophomore	
ENGLISH (4 Credits)	English I	English II	English III	English IV	ENGL 1301 Composition & Rhetoric			
MATH (3 Credits)	Algebra I or Geometry	Geometry or Algebra II	Algebra II or Math Models	AP Math or Pre-Calculus		MATH 1314 College Algebra		
SCIENCE (3 Credits)	Biology I	Chemistry I or IPC	Chemistry I, IPC, Physics or Princ of Tech	Lab-Based Science				
SOCIAL STUDIES (3.5 Credits)/ ECO (.5 Credits)	World History	World Geography	U.S. History	Government & Economics				GOVT 2306 U.S. Government
PHYSICAL EDUCATION (1.5 Credits)/ HEALTH (.5 Credits)	Physical Education	Physical Education and Health						
SPEECH (.5 Credits)/ FINE ARTS (1 Credit)			Fine Arts	Communications App.			Fine Arts Elective	SPCH 1321 Business & Professional Speaking
TECH APP. (1 Credit)	**BCIS I #12011200 (1) (ITSC 1409 & POFT 1329) &							
LANGUAGES (2 Credit)	Foreign Language I	Foreign Language II						
ELECTIVES (3.5 Credits)	**Keyboarding #12011500 (1) (POFT 1329) **BUSSUPSY #12011300 (.5) (BMGT 1441) & **WDPROAP #12022800 (.5) (POFT 1329) OR	**BCIS II #12031300 (1) OR **BIMM #12022300 (1) OR **CMAT #12362680 (1) (ITSC 1409) **BUSCOMNS #12011100 (1) (POFT 2312) OR **RECDKPNG #12011600 (.5) (BUSG 1304) &	**Adm. Proc. I #12031200 (1) (POFT 2312) & *Accounting I #12022100 (1) (ACNT 1411) **BUSLAW #12022400 (.5) (BMGT 1441) & **BNKFINSY #12022200 (.5) (BUSG 1304)	**Adm. Proc. II #12031210 (1) (POFT 2312) *WBL/Career Prep #N1295000 (2) (POFT 1364) **BUSMGMT #12022500 (.5) (BMGT 1441)	POFT 1329 Key- boarding & Doc. Formatting (3) OR POFT 2301 Document Formatting & Skillbuilding ITSC 1405 Intro to PC Operating Sys. BMGT 1441 Business Ethics (4) POFL 1305 Legal Terminology Elective	POFT 2301 Doc. Formatting & Skill Building OR BUSG 1304 Personal Finance (3) ITSC 1409 Integrated Software App. I (4) POFT 2312 Business Corr. & Comm. (3) Elective	POFT 2333 Advanced Doc. Formatting & Skill Building POFL 1303 Legal Office Procedures POFT 1364 Practicum (3) ITSW 1307 Intro to Database	POFL 2301 Legal Document Processing ACNT 1411 Intro to Computerized Accounting (4)
26 Credits	* = Single high school class for articulation to CC class ** = Multiple high school classes for articulation to CC class(es), including "&" , "or"				Credit Hours: 63-65			