

# Tech Prep Six Year Plan

Consortium: Upper East Texas Tech Prep

Program: Office Careers One-Year Certificate, CIP Code: 52.0408



ISD:

College: Texarkana College

	HIGH SCHOOL				COLLEGE			
	Freshman	Sophomore	Junior	Senior	Freshman		Sophomore	
<b>ENGLISH</b> (4 Credits)	English I	English II	English III	English IV				
<b>MATH</b> (3 Credits)	Algebra I or Geometry	Geometry or Algebra II	Algebra II or Math Models	AP Math or Pre-Calculus				
<b>SCIENCE</b> (3 Credits)	Biology I	Chemistry I or IPC	Chemistry I, IPC, Physics or Princ of Tech	Lab-Based Science				
<b>SOCIAL STUDIES</b> (3.5 Credits)/ <b>ECO</b> (.5 Credits)	World History	World Geography	U.S. History	Government & Economics				
<b>PHYSICAL EDUCATION</b> (1.5 Credits)/ <b>HEALTH</b> (.5 Credits)	Physical Education	Physical Education and Health						
<b>SPEECH</b> (.5 Credits)/ <b>FINE ARTS</b> (1 Credit)			Fine Arts	Communications App.				
<b>TECH APP.</b> (1 Credit)	<b>**BCIS I #12011200</b> <b>(1) (POFT 1127 &amp;</b> <b>POFT 1429) &amp;</b>							
<b>LANGUAGES</b> (2 Credit)	Foreign Language I	Foreign Language II						
<b>ELECTIVES</b> (3.5 Credits)	<b>**Keyboarding</b> <b>#12011500 (1)</b> <b>(POFT 1127 &amp;</b> <b>POFT 1429) OR</b>  <b>**WDPROAP</b> <b>#12022800 (.5)</b> <b>(POFT 1127 &amp;</b> <b>POFT 1429)</b>	<b>**RECDKPNG</b> <b>#12011600 (.5)</b> <b>(POFT 1319) &amp;</b>	<b>**Adm. Proc. I</b> <b>#12031200 (1)</b> <b>(POFT 1309) OR</b>  <b>**BNKFINSY</b> <b>#12022200 (.5)</b> <b>(POFT 1319)</b>	<b>**Adm. Proc. II</b> <b>#12031210 (1)</b> <b>(POFT 1309)</b>	<b>POFT 1127 Intro to</b> <b>Keyboarding (1)</b>  <b>POFT 1429</b> <b>Beginning</b> <b>Keyboarding (4)</b>  <b>POFT 1309 Adm.</b> <b>Office Proc I (3)</b>  <b>POFT 1319 Records</b> <b>&amp; Info. Mgmt. I (3)</b>	POFT 2203 Speed & Accuracy Building  POFT 2301 Intermediate Keyboarding  POFT 1313 Pro. Development for Office Personnel  ACNT 1303 Intro. to Accounting I	POFT 2333 Advanced Keyboarding  POFT 2321 Machine Transcription  POFT 1231 Business Machine App.  ACNT 1304 Intro to Accounting II	POFT 2387 Internship  POFT 1492 Special Topics
<b>26 Credits</b>	<b>*=Single high school class for articulation to CC class</b> <b>**=Multiple high school classes for articulation to CC class(es), including "&amp;" , "or"</b>				<b>Credit Hours: 42</b>			