## Finance: Business Financial Management: Accounting Assistant

### Career Pathway Plan of Study for Learners Parents Counselors Teachers/Faculty

This Career Pathway Plan of Study (based on the Financial and Investment Planning Pathway of the Finance Career Cluster) can serve as a guide, along with other career planning materials, as learners continue on a career path. Courses listed within this plan are only recommended coursework and should be individualized to meet each learner's educational and career goals. *This Plan of Study, used for learners at an educational institution, should be customized with course titles and appropriate high school graduation requirements as well as college entrance requirements.*

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<thead>
<tr>
<th>EDUCATION LEVELS</th>
<th>GRADE</th>
<th>English/Language Arts</th>
<th>Math</th>
<th>Science</th>
<th>Social Studies/Sciences</th>
<th>Other Required Courses</th>
<th>Other Electives</th>
<th>Recommended Electives</th>
<th>Learner Activities</th>
<th>*Career and Technical Courses and/or Degree Major Courses for Financial and Investment Planning Pathway: Accounting Assistant</th>
<th>SAMPLE Occupations Relating to This Pathway</th>
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<tbody>
<tr>
<td>SECONDARY</td>
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<td>Amery High School</td>
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<td>▶ Brokerage Clerk</td>
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<td>▶ Financial Analyst</td>
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<td>College Placement Assessments-Academic/Career Advisement Provided</td>
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<td>WITC ACCOUNTING ASSISTANT</td>
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<td>Year 13</td>
<td>Written Communication; Speech</td>
<td>Math with Business Applications</td>
<td>Introduction to Psychology</td>
<td>MS Excel A; MS Excel B; Introduction to Computers - Windows; Keyboarding</td>
<td>Financial Accounting 1; Financial Accounting 2; Computerized Accounting; Payroll Systems and Accounting</td>
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<td>Year 14</td>
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*Advanced Standing Option Transcribed Credit Option Master's Required*

WITC has articulation agreements with the following institutions for students who graduate from WITC with a Technical Diploma in Accounting Assistant. Students should check with the institution they wish to transfer to for specific courses and credits that transfer.

**PRIVATE:** Upper Iowa University, Fayette, IA or Online Programs

**UW:** UW-Stout

Credits may transfer to other institutions. Check with admissions advisors at institutions for specific course and/or credit transfers.

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