



**Program of Study**  
**Career Field: Business, Marketing, and Management**  
**Career Cluster: Business Management and Administration**  
**Career Pathway: Management**



**Southeast Community College**

DEGREE:  
 Business Administration- Long Term Care Administrator Focus  
<http://www.southeast.edu/programs/LTCA/default.aspx>

	GRADE	ENGLISH	MATH	SCIENCE	SOCIAL STUDIES	GENERAL ELECTIVES	PATHWAY ELECTIVE COURSES	EXTENDED LEARNING SCHOOL/COMMUNITY ACTIVITIES			
<b>HIGH SCHOOL</b>	9	English/Language Arts I	Algebra I	Physical Science	Geography	World Languages & Cultures Physical Education Health Education	Management & Leadership Accounting (2 semesters) Advanced Accounting (2 semesters)	<i>School Activities:</i> DECA, FBLA, Mock Trial, School yearbook committee, Speech team/Debate team, Student Council			
	10	English/Language Arts II	Geometry	Biology	World History	Information Technology App. I Information Technology App. II Entrepreneurship		<i>Community Activities:</i> Job shadow professionals, Join Boy & Girl Scouts, Join Junior Achievement, Participate in youth leadership programs, Volunteer in the community, Part-time employment within career cluster			
	11	English/Language Arts III	Algebra II	Chemistry	American History	Business Law Personal Finance Economics					
	12	English/Language Arts IV	Intro to Statistics Discrete Math Pre-Calc	Physics or other science course	American Government or Economics	International Business Speech Marketing					
<b>SOUTHEAST COMMUNITY COLLEGE</b>		<b>COMMUNICATIONS</b>	<b>MATH/SCIENCE</b>	<b>SOCIAL SCI/HUMANITIES</b>	<b>COMPUTER TECHNOLOGY</b>	<b>CORE COURSES</b>		<b>FOCUS COURSES</b>			
	13 and 14	Public Speaking	Business Mathematics	Introduction to Psychology	Microsoft Applications	Principles of Accounting I	Principles of Accounting II	Microsoft Applications II	Human Resources Management	Principles of Marketing	Personal Finance
		Composition I				Business Law I	Business Communications	Introduction to Business	Social Services-Long Term Care Facilities	Patient Care and Services	Administration for Long Term Care Facilities
						Employment Techniques	Macroeconomics	Principles of Management	Rules, Regs, & Stand. Relating to a Health Care Facility	Introduction to Assisted Living	Financial Mgt for LTC Facilities
						Business Ethics	Microeconomics				