Request for Approval with Assurances
Montana Big Sky Pathways (Programs of Study)

The Carl D. Perkins Career and Technical Education Act of 2006 (Perkins IV) calls for states to offer "career and technical programs of study," known as Big Sky Pathways in Montana, as an option to students and their parents when planning for and completing future coursework. These programs, at a minimum, must:

- Incorporate and align secondary and postsecondary education elements,
- Include academic and CTE content in a coordinated, non-duplicative progression of courses,
- Offer the opportunity, where appropriate, for secondary students to acquire postsecondary credits, and
- Lead to an industry-recognized credential or certificate at the postsecondary level, or an associate or baccalaureate degree.

Assurances:
By my signature on this form, I assure that the proposed Big Sky Pathway submitted for approval by this high school/college satisfies the 10 stated requirements. For approval, all 10 requirements must be checked.

Name of Big Sky Pathway (cluster level):
Business Management & Administration

Name of High School: Whitefish High School

Names of Secondary Lead Teacher and Counselor:
Jeremy Anderson, Barbara J. Mansfield

Lead Teacher’s email address: andersonWirps.K12.mt.us

Name of College:
PACE

Name of College Program:
Entrepreneurship Certificate

Name of College Lead Faculty Member:

REQUIREMENTS FOR APPROVAL

1. Includes all state and local graduation requirements
2. Identifies the appropriate secondary CTE, academic, and recommended elective courses offered by this high school which will prepare the student for college-level courses without remediation
3. Outlines a non-duplicative sequence of courses from grades 9-12 and from secondary to postsecondary education
4. Prepares students for entry into a postsecondary program or apprenticeship
5. Leads to an industry-recognized postsecondary credential, degree or employment
6. Includes appropriate state standards and/or industry skills standards. Identify standards used: NSBE
7. Aligns with an AAS program offered by a Montana college (college of technology, community college, tribal college, MSU-Northern)
8. Links with a web-based guidance delivery system such as MCIS
   If using something other than MCIS, please indicate:
9. When applicable, dual enrollment opportunities have been identified.
10. When applicable, Advanced Placement, IB courses and CTE START (statewide articulations) have been identified.

High School Principal’s Signature: Date: 9/1/11
H.S. Advisory Committee Member’s Signature: Date: 9/1/11

College Chief Academic Officer’s Signature: Date: 9/1/11
College Lead Faculty Member’s Signature: Date: 9/1/11

Please submit this Request for Approval form and a copy of the Big Sky Pathway Proposal to:
OPI, Career and Technical Education, P.O. Box 202501, Helena, Montana 59620-2501

OPI Specialist Approval: Date of Approval: 9/1/11
OCHE Approval: Date of Approval: 9/1/11

Both the college and the high school will receive a signed copy when the BSP is approved

January 2011
**SUGGESTED HIGH SCHOOL COURSES**

<table>
<thead>
<tr>
<th>Grade</th>
<th>Graduation Requirements</th>
<th>Pathway Options</th>
<th>Occupation Examples</th>
<th>CTE and/or Electives</th>
</tr>
</thead>
<tbody>
<tr>
<td>9th</td>
<td>Graduation Requirements Workforce/2-Year College Prep</td>
<td>English 9, Algebra 1, Earth Science, PE 9, Health, 21st Century Literacy, World History</td>
<td>Recommended CTE Cluster Foundation Courses: 21st Century Literacy</td>
<td>Recommended CTE Cluster Foundation Courses: 21st Century Literacy</td>
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<tr>
<td></td>
<td>4-Year MT College/Univ Prep (Rigorous Core)</td>
<td>21st Century Literacy, Fine Arts, Foreign Language, Practical Art</td>
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</tr>
<tr>
<td>10th</td>
<td>Graduation Requirements Workforce/2-Year College Prep</td>
<td>English 10, Geometry, Biology, PE 10 or Weight Training, World History</td>
<td>Other Recommended CTE Courses: Marketing I, Marketing II, Internship, Accounting I, Accounting II, Personal Finance, Graphics Design, IT Essentials, Advanced IT</td>
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<tr>
<td></td>
<td>4-Year MT College/Univ Prep (Rigorous Core)</td>
<td>Recommended CTE Courses, Foreign Language, Fine Arts, Practical Art</td>
<td></td>
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<tr>
<td>11th</td>
<td>Graduation Requirements Workforce/2-Year College Prep</td>
<td>Grammar and Composition, American Literature, American History</td>
<td>CTE Student Organization(s): DECA Membership</td>
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<td></td>
<td>4-Year MT College/Univ Prep (Rigorous Core)</td>
<td>Advanced Grammar and Composition, American Literature, AP Biology, Chemistry, Advanced Math, Statistics</td>
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<tr>
<td></td>
<td><strong>CTE and/or Electives</strong></td>
<td>Recommended CTE Courses, Foreign Language, Practical Art, Fine Art</td>
<td></td>
<td></td>
</tr>
<tr>
<td>12th</td>
<td>Graduation Requirements Workforce/2-Year College Prep</td>
<td>English, American Government</td>
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<tr>
<td></td>
<td>4-Year MT College/Univ Prep (Rigorous Core)</td>
<td>AP English, AP Government, Advanced Chemistry, Physics</td>
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<td><strong>CTE and/or Electives</strong></td>
<td>Recommended CTE Courses, Foreign Language, Practical Art, Fine Art</td>
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**ADVANCED LEARNING OPPORTUNITIES**

High School to College/Career Linkages

CTE START courses:

- Advanced Placement or IB courses: AP Calculus, AP Government, AP Biology, AP English Lit/Composition
- Dual Enrollment courses: JumpStart—American Government, American History, Advanced Grammar and Composition
- Running Start—Elective Dual Credit Courses with FVCC

Online courses: Virtual High School

Other: Job Shadow (Freshmen Year)

**POSTSECONDARY PROGRAM OF STUDY**

<table>
<thead>
<tr>
<th>13—Semester 1</th>
<th>Math</th>
<th>English</th>
<th>Major</th>
<th>Other</th>
</tr>
</thead>
<tbody>
<tr>
<td>M 108 Business Mathematics</td>
<td>ACTG 101 Accounting Procedures I</td>
<td>BADM 140 Principles of Marketing</td>
<td>BADM 176 Human Relations in Business</td>
<td></td>
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</tbody>
</table>
Montana Postsecondary Opportunities

Montana University System Degree and Program Inventory: http://www.homepage.montana.edu/~msu/drginv/
Your Guide to Montana’s Certificate and Associate Degree Programs: http://msu.edu/2year/YourGuide.html

| Colleges of Technology: BLCOT—Billings; GFCOT—Great Falls; HCOT—Helena; TECHCOT—Butte; LMCOT—Missoula; GCP—Bozeman |
| Community Colleges: DCC—Glendive; FVCC—Kalispell; MCC—Miles City |
| Tribal Colleges: BFCC—Browning; CDKC—Lame Deer; FBCC—Harlem; FPCC—Poplar; LBHC—Crow Agency; SCC—Box Elder; SKC—Pablo |
| Four Year Colleges/Universities: MSU—Bozeman; MSUB—Billings; MSUN—Havre; TECH—Butte; UM—Missoula; UMW—Dillon |

Military
- Requires diploma or GED
- 17 with parental consent; 18 without
Air Force, Air Guard, Army, Coast Guard, Marines, and Navy
For more information: http://todaysmilitary.com

Professional Certificate
- Requires diploma or GED
- Less than 30 credits; little/no general ed credits
- Complete in one year or less
Business Administration — MCC
Medical Receptionist — DCC
Business Management/Entrepreneurship — MCC
Customer Service Relations — FVCC, MCC
Human Resources Management — HCOT
Medical Administrative Assistant — MCC

Apprenticeship
- Requires diploma or GED
- Must be at least 18
- Minimum 2,000 hours of supervised experience
See the MT Dept of Labor website for more information: http://wsd.dli.mt.gov/apprenticeship/default.asp

Certificate of Applied Science
- Requires diploma or GED
- 30-45 credits; limited general education credits
- Complete in one year or less
Administrative Assistant/Support — BLCOT, DCC, SKC, CDKC
Business Administration — FVCC
Business Management/Entrepreneurship — GFCOT, BFCC
Business Technology — FPCC
Customer Service Relations — UMCOT, SCC
Human Resources Management — BLCOT
Medical Office Technology — HCOT, SKC
Receptionist-Medical/Dental — UMCOT, TECHCOT
Small Business Management/Entrepreneurship — FVCC
Tribal Management — FBCC

Associate’s of Applied Science Degree
- Requires diploma or GED
- 60-72 credits; includes 15-25 general ed credits
- Complete in two years (if prepared academically in math and English)
Administrative Assistant/Support — HCOT, BLCOT, TECHCOT, DCC
Administrative Management — UMCOT
Business Administration — GFCOT, UM, MSUN, FVCC, MCC
Business Health Administration — TECHCOT
Business Management/Entrepreneurship — UMCOT, GFCOT, UM, DCC, CDKC
Business Technology — TECHCOT, FPCC, SKC
Human Resources Management — TECHCOT
Executive/Legal Administrative Assistant — HCOT
Medical Administrative Assistant — HCOT, UMCOT, BLCOT, TECHCOT, DCC, FVCC
Office Systems Technology — UM, MCC
Office Admin & Technology — BFCC
Small Business Management/Entrepreneurship — HCOT, FVCC, MCC, FPCC, BFCC

Baccalaureate Degree
- Requires 4-year college prep for admission
- 128 credits (approximately)
- Complete in four years
Agribusiness — MSU
Business Administration — MSUB, MSU, UM, MSUN
Business/Entrepreneurship — SKC
Business & Information Tech — TECH

Degree and Program Inventory above may not be all inclusive