

Career and Technical Education - Business and Information Technology

Content Area Course Requirements for Provisional Licensure

Student's Name (Printed): _____

1. Section § 22.1-298.1 of the Code of Virginia requires that every teacher seeking an initial license in the Commonwealth with an endorsement in the area of career and technical education shall have an industry certification credential in the area in which the teacher seeks endorsement. List earned certifications, if any, from the [VDOE's list of the teacher-eligible approved industry certifications](#):

2. Complete at least 9 semester hours of coursework in business and information technology distributed among the following areas:

Categories	Course Number	Course Title	Institution	Hours	Grade
Accounting (6 hours)					
Economics (3 hours)					
Business law, business principles, management, marketing or finance (9 hours)					
Communications (3 hours) ¹					
Information systems and technology (12 hours) ²					
Input technologies (3 hours) ³					
Supervised business experience (3 hours)					
Total Hours in Business and Information Technology			of 39	GPA	

¹: Communications and media to include oral, written, and presentation skills

²: Information systems and technology to include computer software applications information technology fundamentals, database management, programming, and networking (12)

³: Input technologies to include touch keyboarding (required), speech recognition, hardwiring recognition,

PDA and other hand held devices, touch screen or mouse, scanning and other emerging input technologies
(3)

3. Completed 18 semester hours of coursework in professional studies, as mandated by the Virginia Department of Education. Required courses for endorsements in secondary grades 6-12 are as follows:

Categories	Course Code(s)/ Number(s)	Course Title(s)	Institution	Hours	Grade
VDOE Standard 1 - Human Development and Learning (<i>Psych Foundations for Teachers</i> or similar)					
VDOE Standard 2 - Curriculum and Instruction (<i>Methods of Planning Instruction</i> or similar)					
VDOE Standard 3 - Assessment Of and For Learning (<i>Students Assessment in CTE</i> or similar)					
VDOE Standard 4 - Foundations of Education and the Teaching Profession (<i>Schooling in American Society</i> or similar)					
VDOE Standard 5 - Classroom and Behavior Management (<i>Behavior Management in K-12 Classrooms</i> or similar)					
VDOE Standard 6A - Language and Literacy A. Literacy in the content area (<i>Comp. Reading in the Content Area</i> or similar)					
VDOE Standard 6B - Language and Literacy B. Special Education (<i>Educating Exceptional Learners</i> or similar)					
Total Hours in Professional Studies		Of 18	GPA		

Student signature

date
