

# Administrative Support Career Pathway

## Required Courses:

Digital Literacy

Financial Literacy

## Office Administration\*

**AND Choose (1-2) ONE - TWO CREDITS from the following:**

Principles of Marketing **AND/OR** Advanced Computers



## Related Careers:

Administrative Assistant

Health Care Administrator

Hotel Manager

Human Resources Specialist

Insurance Claim Adjuster

Legal Secretary

Medical Assistant

Office Manager

Paralegal



## ARE YOU CAREER READY?

THREE CREDITS FROM THE ABOVE LIST  
MAKE YOU ELIGIBLE.

SEE MRS. RAMAGE FOR DETAILS

## Certifications: CTE



EOP  
OR  
MOS &  
ASK

