



MISSOURI DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION  
OFFICE OF EDUCATOR QUALITY – EDUCATOR PREPARATION

**BUSINESS EDUCATION, GRADES 9-12 - POST-BACCALAUREATE**

EDUCATOR PREPARATION PROGRAM NAME <b>Columbia College</b>	EDUCATOR PREPARATION PROGRAM CODE <b>515712</b>
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**INSTRUCTIONS**

Please complete Educator Preparation Program (EPP) Name & EPP Code above.

**Certification Requirements**

- Course Number – List the course number(s) for the course(s) or groups of competencies that align with the specific section of the requirements. It is possible to have more than one course or group listed.
- Course Title – List the course title(s) for the course(s) or groups of competencies that align with the specific section of the requirements. It is possible to have more than one course or group listed.
- Semester Hours – List the number of semester hours for each specific section. It is possible to use decimals (to the nearest tenth) to indicate partial use of a course to meet a requirement. The total number of semester hours must meet or exceed the minimum required number of semester hours.

Email the completed cover sheet, curriculum matrix, and advising/program information to [DESE.MoSPETransition@dese.mo.gov](mailto:DESE.MoSPETransition@dese.mo.gov) on or before the date established in the Transition Plan.

QUESTIONS: Contact Educator Preparation, 573-751-1668 or [DESE.MoSPETransition@dese.mo.gov](mailto:DESE.MoSPETransition@dese.mo.gov)

**A. Professional Requirements (Minimum of 26 semester hours)**

**1. Content Planning and Delivery**

	Course Number	Course Title	Semester Hours
a. Curriculum and Instructional Planning	EDUC 505/300	Instructional Theory Techniques/Techniques of Teaching	.75
	EDUC 369	Teaching Business Education	1.5
b. Instructional Strategies and Techniques in Content Area Specialty	EDUC 505/300	Instructional Theory Techniques/Techniques of Teaching	.75
	EDUC 369	Teaching Business Education	1.5
c. Assessment, Student Data, and Data-Based Decision-Making	EDUC 580/322	Methods of Effective Academic Evaluation/Educational Measurement and Assessment	3
d. Strategies for Content Literacy	EDUC 516/338	Reading and Writing Across the Curriculum/Content Reading and Writing	0
e. Critical Thinking and Problem Solving	EDUC 505/300	Instructional Theory of Techniques/Techniques of Teaching	.75
	EDUC 375	Advanced Content Methods	1
f. English Language Learning	EDUC 542 Or EDUC 600 Or EDUC 520	Law, Ethics, and Education Or Education Seminar for Teacher Candidates Or Methods of Teaching English Learners	0  3

**2. Individual Student Needs**

	Course Number	Course Title	Semester Hours
a. Psychological Development of the Child and Adolescent	EDUC 550 or EDUC 391 and 392 or EDUC 396	Human Development or Child Psychology and Adolescent Psychology or Child and Adolescent Development	3
b. Psychology/Education of the Exceptional Child	EDUC 525/390	Educating Exceptional Individuals/Education and Psychology of the Exceptional Child	1.5
c. Differentiated Learning	EDUC 375 EDUC 525/390	Advanced Content Methods Educating Exceptional Individuals/Education and Psychology of the Exceptional Child	.75 1.5
d. Classroom Management	EDUC 563/311	Management of the Classroom Environment/Classroom and Behavior Management Techniques	1.5
e. Cultural Diversity	EDUC 555/SOCI 270	Development, Gender, and Cultural Differences/Minority Cultures and Relations)	3
f. Educational Psychology	EDUC 560/230	Theories of Learning/Educational Psychology	3

<b>3. Schools and the Teaching Profession</b>			
	<b>Course Number</b>	<b>Course Title</b>	<b>Semester Hours</b>
a. Consultation and Collaboration	EDUC 525/390	Educating Exceptional Individuals/Education and Psychology of the Exceptional Child	1.5
b. Legal/Ethical Aspects of Teaching	EDUC 542/200	Law, Ethics, and Education	3
<b>4. Secondary Literacy (Minimum of 6 semester hours)</b>			
	<b>Course Number</b>	<b>Course Title</b>	<b>Semester Hours</b>
a. Reading and Writing in the Content Area	EDUC 516/338	Reading and Writing Across the Curriculum/Content Reading and Writing	3
b. Instructional Interventions for Students with Reading Deficits	EDUC 578/376	Adolescent Literacy Theory and Techniques/Adolescent Literacy	3
<b>Professional Requirements - Total Semester Hours</b>			<b>32.75 – 35.75</b>
<b>B. Field and Clinical Experiences (Minimum of 10 semester hours)</b>			
	<b>Course Number</b>	<b>Course Title</b>	<b>Semester Hours</b>
1. Early Field Experiences (Minimum of 1 semester hour with a minimum of 30 clock hours)	EDUC 505/300	Instructional Theory Techniques/Techniques of Teaching	.75
	EDUC 563/311	Management of the Classroom Environment/Classroom and Behavior Management Techniques	1.5
2. Mid-Level Field Experiences (Minimum of 1 semester hour with a minimum of 45 clock hours)	EDUC 516/338	Reading and Writing Across the Curriculum/Content Reading and Writing	0
	EDUC 369	Teaching Business Education	0
	EDUC 375	Advanced Content Methods	1
3. Culminating Clinical Experiences (Minimum of 8 semester hours with a minimum of 12 weeks in 1 placement)	EDUC 698	Graduate Student Teaching	9
	Or EDUC 422	Or Student Teaching in the Secondary School	
	Or EDUC 425	Or Undergraduate Student Teaching	
<b>Field and Clinical Experiences - Total Semester Hours</b>			<b>12.25</b>
<b>C. Business Content Knowledge Area (Minimum of 39 semester hours)</b>			
	<b>Course Number</b>	<b>Course Title</b>	<b>Semester Hours</b>
1. Accounting (6 semester hours)	ACCT 280	Accounting I (Financial)	3
	ACCT 281	Accounting II (Managerial)	3
2. Economics (6 semester hours)	ECON 293	Macroeconomics	3
	ECON 294	Microeconomics	3
3. Business/Consumer Related Law (3 semester hours)	MGMT 265	Business Law	3
4. Business Communications (3 semester hours)	MGMT 254	Business Communication	3
5. Management (3 semester hours)	MGMT 230	Principles of Management	3
6. Marketing (3 semester hours)	MKTG 210	Principles of Marketing	3
7. Computer/Emerging Technology (6 semester hours)	CISS 170	Introduction to Computer Information Systems	3
	MGMT 393	Business Information Systems	3
8. Electives (3 semester hours)	Choose one course from the following: ACCT/MGMT 278 ACCT 381 ACCT 382 ACCT 383 ACCT 384 ACCT 385 ACCT 386 ACCT 481 ACCT 485 ACCT 488 ACCT 489 ACCT 490 ACCT 499 ECON 310 ECON 320 ECON 393 ECON 394 ECON 395 ECON 495 ECON 499 FINC 295 FINC 298 FINC 350 FINC 354 FINC 361 FINC 395	Choose one course from the following: Introduction to Business Analytics Federal Income Tax – Individuals Intermediate Accounting I Intermediate Accounting II Intermediate Accounting III Accounting Information Systems Managerial and Cost Accounting Federal Income Tax – Corporations Fund and Government Accounting Advanced Financial Accounting Auditing I Auditing II Accounting Internship Environmental and Resource Economics Healthcare Economics Intermediate Macroeconomics Intermediate Microeconomics Financial Markets and Institutions International Finance Economics Internship Risk and Insurance Personal Financial Planning Business Finance Investments Small Business Finance Financial Markets and Institutions	3

	FINC 396 FINC 397 FINC 410 FINC 495 FINC 496 FINC 498 FINC 499 MGMT 150 MGMT 152 MGMT 233 MGMT 338 MGMT 339 MGMT 340 MGMT 341 MGMT 353 MGMT 354 MGMT 360 MGMT 261 MGMT 362 MGMT 363 MGMT 364 MGMT 365 MGMT 367 MGMT 368 MGMT 371 MGMT 372 MGMT 375 MGMT 399 MGMT 422 MGMT 430 MGMT 433 MGMT 461 MGMT 479 MGMT 499 MKTG 327 MKTG 331 MKTG 332 MKTG 335 MKTG 352 MKTG 354 MKTG 360 MKTG 370 MKTG 399 MKTG 410 MKTG 441 MKTG 460 MKTG 478 MKTG 480 MKTG 499	Corporate Finance Principles of Real Estate Sports Finance International Finance Financial Management Comprehensive Financial Planning Internship Introduction to Business Business Mathematics Topics (Management) International Business Cross-Cultural Management Introduction to Healthcare Management Introduction to Entrepreneurship Legal and Ethical Aspects of Healthcare Public Relations Writing Organizational Theory Human Resource Management Organizational Behavior Productions and Operations Management Workforce Planning and Developing Compensation and Benefit Systems Business Law II Business Ethics History of American Business Crisis Management Labor Relations Management Internship New Venture Creation Management Science Topics (Management) Human Resource Development Strategic Management Management Internship Retail Management and Strategies Consumer Behavior Public Relations Advertising and Sales Promotion Personal Selling and Sales Management Public Relations Writing E-Marketing Social Media Marketing Internship Global Marketing Marketing Research Public Relations Campaigns Marketing Management Sports and Even Marketing Marketing Internship	
9. Implementing Business Education Programs (3 semester hours)	EDUC 370	Implementing Vocational Business Education Programs	3
10. Coordination of Cooperative Education (3 semester hours)	EDUC 371	Coordination of Cooperative Education	3
<b>Content Knowledge Area - Total Semester Hours</b>			<b>39</b>

The Department of Elementary and Secondary Education does not discriminate on the basis of race, color, religion, gender, national origin, age, or disability in its programs and activities. Inquiries related to Department programs and to the location of services, activities, and facilities that are accessible by persons with disabilities may be directed to the Jefferson State Office Building, Office of the General Counsel, Coordinator – Civil Rights Compliance (Title VI/Title IX/504/ADA/Age Act), 6<sup>th</sup> Floor, 205 Jefferson Street, P.O. Box 480, Jefferson City, MO 65102-0480; telephone number 573-526-4757 or TTY 800-735-2966 email [civilrights@dese.mo.gov](mailto:civilrights@dese.mo.gov).