



Business Administration in FINANCE Career Pathway

North-Central Wisconsin

Marathon High School 2022-2024



EXPLORE: Click on the links to find the job titles that seem most interesting to you to learn more! Save any jobs you are interested in from this career pathway in your XELLO account so that you can create an Academic and Career Plan (ACP) later on.

Educational Level May also require work experience	Accounting & Business Finance	Securities/Investments & Banking Services	Insurance
High School Diploma, Certification	Tax Preparer Statement Representative Accounts Payable/Receivable Associate Bookkeeper ○ Bill and Account Collector ○ (Operations Technician/General Clerical/Administrative Support) Range \$30,000-\$45,000	Bank Teller * ○ New Accounts Representative * Loan Processor * Retail Banker Range \$34,000-\$45,000	Customer Service/Account Management * Insurance Claim Representative Range \$30,000-\$60,000
Certification or Technical Diploma	Inventory Control Associate Payroll Associate Operations Technician Accounting Assistant Range \$36,000-\$49,000	Retail Loan Officer Financial Planning Assistant Assessor/Appraisers Range \$40,000-\$50,000	Customer Service Representative Claims Assistant/Adjuster (Claim Representative) Underwriting Assistant (Processor) Insurance Sales Range \$40,000-\$125,000
Registered Apprenticeship	<p style="text-align: center;">Financial Services Professional Range \$77,000-\$200,000+ (research with DWD and WTCS)</p>		
Associate Degree	Accounting Clerk Budget Analyst Contract Specialist Financial Analyst * Range \$40,000-\$160,000	Account Manager * ○ Personal Banker Residential Mortgage Loan Officer Mortgage Broker ○ Financing Specialist Loan Underwriter Range \$47,000-\$200,000+	Account Manager (Client Facing) Real Estate Assessor Financial Service Representative Insurance Agent ○ Insurance Underwriter ○ Range \$45,000-\$200,000+
Bachelor Degree and beyond	Accountant * ○ Auditor ○ Financial Manager * ○ Forensic Accountant ○ Range \$52,000-\$160,000	Bank Manager * ○ Credit Analyst Investment Banker ○ Research Analyst (Financial) ○ Money Manager ○ Stock Trader ○ Commercial/Business Banking Loan Officer Range \$60,000-\$200,000+	Actuary ○ Personal Financial Advisor Risk Management Specialist Insurance Claims Adjusters ○ Business Analyst/Data Analytics Fraud Investigator Range \$50,000-\$250,000+
Postsecondary Options	<p style="text-align: center;">Click HERE for Postsecondary Options</p>	<p style="text-align: center;">Click HERE for Postsecondary Options</p>	<p style="text-align: center;">Click HERE for Postsecondary Options</p>

* **BRIGHT OUTLOOK** = these jobs are expected to grow in the future – which means more opportunities for you!
 ○ **XELLO** = you can learn more and save this job in your Xello account (note: some job titles might look a little different in Xello)

Business Administration in FINANCE Career Pathway In High School



A career pathway in high school must include:

- A sequence of courses (including at least 2 CTE courses)
- Two of the following components: *Career and Technical Student Organization, Work-based Learning, Industry Recognized Credential, College Credit Opportunity*



Career and Technical Education Courses	Must include a sequence of at least TWO Career and Technical Education courses. Should align with Education Building Blocks for the pathway: <ul style="list-style-type: none"> • • 		CAREER EXPLORATION PROGRAMS Statewide: You can find the list of career exploration programs associated with this pathway and develop a program list specific to your region or school. <ul style="list-style-type: none"> • Inspire WI • Job Shadow/Internship • Youth Apprenticeship • Wisconsin Bankers Association 		
Additional Employer Recommended Courses	Should align with Education Building Blocks for this pathway: <ul style="list-style-type: none"> • 				
Career and Technical Student Organization	<ul style="list-style-type: none"> • Wisconsin DECA Student Organization • Wisconsin Future Business Leaders of America (FBLA) Student Organization 				
Work-Based Learning Program Options	<ul style="list-style-type: none"> • Employability Skills (90 hrs) • State Skill Standards Co-Op- Business, Finance and Marketing (480 hrs/1 year) • Youth Apprenticeship- Finance & Marketing (450 hrs/year; 1-2 years) • Local Work-based Learning Programs that meet state quality requirements 				
	Accounting & Business Finance	Securities/Investments & Banking Services	Insurance		
Industry Recognized Credential Options Learn the skills that employers want to see! <i>Italics = must be 18 years old to obtain</i> * This certification is eligible for reimbursement through the technical incentive grant	<p style="text-align: center;"> IC3 (Internet Core Competency Certification)* Microsoft Office Specialist (MOS)* & Microsoft Technology Associate (MTA)* Microsoft or Certiport A*S*K - ANY Business or Marketing Certificate Entrepreneurship and Small Business Certification (Certiport) </p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> Quickbooks Certified User* National Bookkeepers Association Tax Certification </td> <td style="width: 50%; vertical-align: top;"> American Banking Association Certifications <ul style="list-style-type: none"> ○ Bank Teller* ○ Customer Service Representative* Certified Mortgage Servicer Certificate National Association of Mortgage Brokers (NAMB) General Mortgage Associate Professional Credit Associate Credit Union Development Educator </td> </tr> </table>		Quickbooks Certified User* National Bookkeepers Association Tax Certification	American Banking Association Certifications <ul style="list-style-type: none"> ○ Bank Teller* ○ Customer Service Representative* Certified Mortgage Servicer Certificate National Association of Mortgage Brokers (NAMB) General Mortgage Associate Professional Credit Associate Credit Union Development Educator	Associate in Claims Associate in General Insurance Certified Medical Reimbursement Specialist CPCU BOLT Leadership Training Certified Financial Planners of America Chartered Financial Analyst
Quickbooks Certified User* National Bookkeepers Association Tax Certification	American Banking Association Certifications <ul style="list-style-type: none"> ○ Bank Teller* ○ Customer Service Representative* Certified Mortgage Servicer Certificate National Association of Mortgage Brokers (NAMB) General Mortgage Associate Professional Credit Associate Credit Union Development Educator				
College Credit Opportunities	You can find the list of college credit opportunities included in the postsecondary options for this pathway HERE .				



Business Administration in FINANCE Career Pathway at Marathon High School



Your Academic and Career Plan (ACP) for this career pathway starts here...

Use this page to figure out which classes and activities you will take to prepare for this career pathway. Record your plan in XELLO.

Career and Technical Education Courses	<ul style="list-style-type: none"> • Introduction to Business • Personal Finance • Financial Math 		Start creating your professional network through CAREER EXPLORATION PROGRAMS . Record your experiences in XELLO.
Other Recommended Courses			<u>State:</u>
Career and Technical Student Organization	<ul style="list-style-type: none"> • Wisconsin Future Business Leaders of America (FBLA) Student Organization 		<u>Regional:</u>
Work-Based Learning Options	<ul style="list-style-type: none"> • Youth Apprenticeship- Finance & Marketing (450 hrs/year; 1-2 years) 		<u>Local:</u>
Industry Recognized Credential Options <i>Italics = must be 18 years old to obtain</i>	Accounting & Business Finance	Securities/Investments & Banking Services	Insurance
College Credit Opportunities You can find the list of college credit opportunities included in the postsecondary options for this pathway HERE .	College Courses Offered at Your High School		
	Transcripted Credit <ul style="list-style-type: none"> • Accounting-NTC • Advanced Accounting-NTC 	AP and/or IB Courses	
	College Courses You Can Take at a College Campus		
	Application Deadlines: October 1st: Spring Courses February 1st: Summer Courses (ECCP only) March 1st: Fall Courses		
	Start College Now	Early College Credit Program	