Department of Leadership Development


BUSINESS AND OFFICE EDUCATION

The Business and Office Education curriculum is designed to serve students who wish to focus on the needs of today's workplace and combine teaching with business experience while achieving initial teaching certification for grades 6-12.

Requirements for the B.S. Degree (BBE): In addition to the courses listed below, students must complete "Preliminary Requirements for Students entering Teacher Education Programs."

Prerequisites (State Mandated Common Prerequisites): These prerequisites must be met by transfer students as well as USF students. A grade of "C" is the minimum acceptable grade.

- EDF X005 Introduction to Education 3
- EDG 2701 Teaching Diverse Populations 3
- EME 2040 Introduction to Educational Technology (equivalent course or demonstrated competency may be substituted) 3
- ACG 2021 Financial Accounting 3
- or ACG X001 Financial and Managerial Acctg. I* 3
- and ACG X011 Financial and Managerial Acctg. II* 3
- ECO X013 Economic Principles (Macroec.) 3
- ECO X023 Economic Principles (Microec.) 3
- XXXXXX Electives in Business Administration 3

*Course not available at USF
At least one course taken to meet the natural science requirements in General Education must include a laboratory component.

Common prerequisites and total program length for state-approved teacher preparation programs are subject to revision based on changes in State Board of Education Rule 6A-5.056 Approval of Preservice Teacher Preparation Programs, as amended August 7, 2000.

In addition to EDG 2701, lower division courses must include 6 credit hours with an international or diversity focus (see list of approved courses under "Preliminary Requirements for Students Entering Teacher Education Programs" on the first page of the College of Education section). Professional education courses taken at the community college will transfer as general electives.

Professional Education Core (29 core hrs.)

- EDF 3214 Human Development and Learning 3
- EDF 3604 Social Foundations (Exit) 3
- EDG 4620 Curriculum and Instruction 3
- EDF 4430 Measurement for Teachers 3
- EXE 4070 Integrating Exceptional Students in the Regular Classroom (2)
- FLE 4365 ESL Credits and Strategies in a Business Environment 3
- BTE 4840 Internship: Business Education 10
- BTE 4936 Seminar in Business and Office Education (2)

Specialization Requirements (37 cr. hrs.): BTE 4948 Field-Based Seminar 3

INDUSTRIAL-TECHNICAL EDUCATION

Requirements for the B.S. Degree (BIT): In addition to the courses listed below, students must complete "Preliminary Requirements for Students entering Teacher Education Programs."

Prerequisites (State Mandated Common Prerequisites) for both Tracks: These prerequisites must be met by transfer students as well as USF students. A grade of "C" is the minimum acceptable grade.

- EDF X005 Introduction to Education 3
- EDG 2701 Teaching Diverse Populations (exemption for ITE majors with certification and teaching experience) 3
- EME 2040 Introduction to Educational Technology (equivalent course or demonstrated competency may be substituted) 3
- XXXXXX Courses in an area of technological specialization 15

At least one course taken to meet the natural science requirements in General Education must include a laboratory component.

In addition to EDG 2701, lower division courses must include 6 credit hours with an international and/or diversity focus (see list of approved courses under "Preliminary Requirements for Students Entering Teacher Education Programs" on the first page of the College of Education section). Professional education courses taken at the community college will transfer as general electives.

Areas of Specialization (Divided into 2 Tracks Below)

Industrial-Technical Education

Enrollment in the Industrial-Technical Education program is restricted to persons with employment experiences qualifying them to teach in Industrial-Technical, Health Occupations, or Public Service areas.

Special provision is made for students to satisfy four (4) of the required six (6) years of work experience in a specific occupation by completing an Associate of Science degree program in a technological specialty or successfully completing an appropriate occupational competency exam.

Acceptability of work experience will be determined by the program advisor.

Students must successfully pass all sections of the CLAST within 1st semester after admission to the program. Students may require up to 30 semester hours of credit through the Occupational Competency Testing Program, or appropriate licensure or certificate.

Specialization and Professional Education Core (36-48 cr. hrs.):

- ADE 4384 Working With Adult Learners 3
- EDF 3604 Social Foundations of Education (Exit) 3
- EIV 4360 Special Teaching Methods: Industrial-Technical Education 4
- EVT 4065 History & Principles of Vocational Education 4

College of Education
**Technology Education**

Within the EVT program, students can pursue state certification in Technology Education. In general, students enrolling in the Technology Education program are expected to have successfully completed, at a community college, most of the technical laboratory courses required for Florida Teacher Certification. Teacher certification requires students to have 30 semester hours, with three (3) semester hours in each of the following areas: (a) materials and processes, (b) drafting and design, (c) energy, (d) graphics, (e) electronics, (f) construction, and (g) industrial systems.

Students entering this program will have their transcripts evaluated to determine if all technical course requirements have been met. If the student has not completed the technical course requirements, the deficiencies may be corrected by enrolling in the required course(s) at a community college. Since this evaluation procedure is unique to the Technology Education Program, the application for admission should clearly indicate the desired major field as Technology Education.

The program of studies includes both course work and extensive field experience in school settings. This is to enable students to integrate theory with teaching practice.

Technology Education students must complete the General Education Requirements of 36 semester hours, Prerequisites of 24 semester hours, the Professional Education Core Requirements of 25-30 semester hours, the Technical Course Requirements of 30 semester hours, and 19 semester hours in Adult and Vocational Education.

**Specialization and Professional Education Core (19 cr. hrs.):**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>EIA 3192</td>
<td>Technology Education and Society</td>
<td>4</td>
</tr>
<tr>
<td>EIA 4360</td>
<td>Special Teaching Methods: Technology Education</td>
<td>3</td>
</tr>
<tr>
<td>EIV 4210</td>
<td>Program Management: Industrial-Technical Education</td>
<td>4</td>
</tr>
<tr>
<td>EVT 4165</td>
<td>Curriculum Construction: Industrial-Technical Education</td>
<td>4</td>
</tr>
<tr>
<td>EVT 4365</td>
<td>Basic Teaching Methods in Vocational Education</td>
<td>4</td>
</tr>
</tbody>
</table>

Plus electives selected with advisor approval.

*EVT 4640 and 4690 waived for those with certification and teaching experience*