# Iowa Department of Education5-12 Business-All Endorsement Worksheet

**Endorsement 1171 Business—all. 5-12.**

**Completion of 30 semester hours in business to include:**

6 semester hours in accounting**.**

| **Course #** | **Course Title** | **Institution** | **Semester Hours** | **Year Completed** |
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3 semester hours in business law to include contract law.

| **Course #** | **Course Title** | **Institution** | **Semester Hours** | **Year Completed** |
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3 semester hours in computer and technical applications in business.

| **Course #** | **Course Title** | **Institution** | **Semester Hours** | **Year Completed** |
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6 semester hours in marketing to include consumer studies.

| **Course #** | **Course Title** | **Institution** | **Semester Hours** | **Year Completed** |
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3 semester hours in management.

| **Course #** | **Course Title** | **Institution** | **Semester Hours** | **Year Completed** |
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6 semester hours in economics.

| **Course #** | **Course Title** | **Institution** | **Semester Hours** | **Year Completed** |
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3 semester hours in business communications to include formatting, language usage, and oral presentation.

| **Course #** | **Course Title** | **Institution** | **Semester Hours** | **Year Completed** |
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Coursework in entrepreneurship and financial literacy

| **Course #** | **Course Title** | **Institution** | **Semester Hours** | **Year Completed** |
| --- | --- | --- | --- | --- |
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**Content methods courses that cover the specific endorsement area and grade levels are required in addition to the content coursework and credits listed above.**

Secondary Business Methods

| **Course #** | **Course Title** | **Institution** | **Semester Hours** | **Year Completed** |
| --- | --- | --- | --- | --- |
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282—21.3(256) Adding, removing or reinstating an endorsement.

21.3(1) Adding an endorsement. To add an endorsement to an existing license, the applicant will follow one of these options:

a. Option 1. Receive the Iowa education institution’s recommendation that the current approved program requirements or state minimum requirements for the endorsement have been met.

b. Option 2. Apply for a review of transcripts, out-of-state licensure, or approved assessment score reports by the board of educational examiners’ staff to determine whether Iowa requirements have been met. Applicants will have achieved a C- grade or higher in the courses that will be considered for an endorsement. The methods course can be waived if the practitioner holds an endorsement in the same content area at a different level and teaches in the new content area successfully while holding a Class B license.