



APPLY TO SHSM- <https://bit.ly/YRDSBSHSMStudentapp>

Student SHSM website: <https://sites.google.com/gapps.yrdsb.ca/shsm-student>

(complete certifications, reach aheads & experiential learning online and self-report!)

What is SHSM?

Specialist High Skills Majors let students focus on a career path that matches their skills and interests while meeting the requirements of the Ontario Secondary School Diploma (OSSD)

Why consider SHSM – Business?

This program enables students to:

- Customize their secondary school education to suit their interests and skills
- Complete sector recognized certifications to build their resume
- Prepare for post-secondary opportunities
- Explore and refine their career goals
- Earn the SHSM Distinction on their OSSD
- Engage in experiential learning with like-minded peers

Compulsory Certifications (4)

- ☐ CPR level C (with AED) ☐ Standard First Aid ☐ generic WHMIS ☐ customer service

Elective Certifications (choose any 2)

<input type="checkbox"/> advanced training in a technology (313)	<input type="checkbox"/> advanced training in a technique (313)	<input type="checkbox"/> anti-oppression and allyship training
<input type="checkbox"/> business etiquette	<input type="checkbox"/> cash handling and register training	<input type="checkbox"/> counterfeit detection
<input type="checkbox"/> effective networking	<input type="checkbox"/> equity and inclusion	<input type="checkbox"/> ergonomics
<input type="checkbox"/> ethical considerations	<input type="checkbox"/> first aid/CPR/AED awareness	<input type="checkbox"/> fraud prevention
<input type="checkbox"/> fundraising	<input type="checkbox"/> health and safety – basic	<input type="checkbox"/> infection control
<input type="checkbox"/> leadership skills	<input type="checkbox"/> negotiation training	<input type="checkbox"/> personality inventory
<input type="checkbox"/> portfolio development	<input type="checkbox"/> project management	<input type="checkbox"/> public speaking
<input type="checkbox"/> retail representative	<input type="checkbox"/> sector-specific software 1	<input type="checkbox"/> successful exhibiting

specialized business program/competition (e.g., regional or provincial level DECA, Junior Achievement Company Program, Stock Market Competition, Make Your Pitch, Summer Company Program)

Reach Aheads (1) *examples include:*

- | | |
|---|--|
| <input type="checkbox"/> campus/program tours (in person/virtual) | <input type="checkbox"/> application workshops
<input type="checkbox"/> scholarship workshops |
| <input type="checkbox"/> post-secondary fair (OUF, OCIF, CCUF, in-school) | |

Experiential Learning (1) *examples include:*

- | | |
|---|---|
| <input type="checkbox"/> Courthouse trips
<input type="checkbox"/> MLSE career event
<input type="checkbox"/> job shadowing
<input type="checkbox"/> professional conference | <input type="checkbox"/> employee interview
<input type="checkbox"/> skills competitions |
|---|---|

Sector Partnered Experience (SPE) only 1

- ☐ I.C.E. / design thinking ☐ mathematical literacy ☐ coding/computational thinking



Co-op Placements (minimum 2 credits- ½ a day for 1 semester)

Students apply their learning from a SHSM pathway course in an authentic learning environment. Future careers may include one of the following (this is not a complete list of careers for this sector):

- | | | | |
|---|---|---|--|
| • Accounting and Related Clerk | • Desktop Publishing Operator and Related Occupations | • Executive Assistant | • Secretary (except Legal and Medical) |
| • Administrative Clerk | • Insurance Adjuster and Claims Examiner | • Financial and Investment Analyst | • Specialist in Human Resources |
| • Administrative Officer | • Legal Secretary | • Financial Auditor and Accountant | • Supervisor – Recording, Distributing, and Scheduling |
| • Assessor, Valuator, and Appraiser | • Personnel Clerk | • Mathematician, Statistician, and Actuary | • Hardware, Lumber, and Building Materials Retailer |
| • Banking, Insurance, and Other Financial Clerk | • Purchasing Agent and Officer | • Securities Agent, Investment Dealer, and Broker | • Parts Technician |
| • Bookkeeper | • Retail and Wholesale Buyer | • Purchasing Agent and Officer | • Special Events Coordinator |
| • Conference and Event Planner | • Marketing Researcher and Consultant | • Retail and Wholesale Buyer | |
| • Court Officer and Justice of the Peace | | | |

4 BUSINESS Major Credits between grade 11 and 12

Grade 11 (select at least 1)

- ☐ **BAF3M**- Accounting
- ☐ **BMI3C**- Marketing
- ☐ **CIE3M**- Economics
- ☐ **CLU3M**- Law
- ☐ **HRT3M** - World Religion
- ☐ **HSP3U** - Intro to Anthro, Psycho. Sociology
- ☐ **ICS3U**- Computer Studies
- ☐ **TDJ3M**- Technological Design

Grade 12 (select at least 1)

- ☐ **BAT4M**- Accounting
- ☐ **BBB4M**- International Business
- ☐ **BOH4M**- Business Leadership
- ☐ **CLN4U**- Law
- ☐ **CIA4U**- Economics
- ☐ **CGW4U** - World Issues
- ☐ **HSE4M** - Social Justice & Equity
- ☐ **ICS4U**- Computer Science
- ☐ **IDC4U2**- Sports & Entertainment Marketing

DUAL CREDIT COURSES Available- See your guidance counsellor

2 Math Credits: 1 in Grade 11 AND 1 in Grade 12

- ☐ Grade 11:
MBF3C MEL3E MCF3M MCR3U

- ☐ Grade 12:
MCV4U MDM4U MEL4E MHF4U
MAP4C MCT4C (summer school)

Plus: 1 Required English

- ☐ NBE3E or NBE3C or NBE3U or NBE3UE or ENG4E or ENG4C or ENG4U or ENG4UE