



## Specialist High Skills Major

### Fact Sheet for Business SHSM

The Specialist High Skills Major (SHSM) program, which is part of the Ministry of Education's Student Success initiative in the province of Ontario, has been introduced to offer province-wide specialized programs in specific ministry-identified sectors to support the success of all students. The SHSM Program has a number of required components, designed to give students a "leg-up" to pursue post-secondary opportunities in each of the identified sectors, valuing all 4 destinations. The components are as follows:

- **Bundled Credits:** Each SHSM program offers students a bundle of 9 - 11 credits, including:
  - 4 "major" credits in the Business sector in Grade 11 and Grade 12
  - 2 or 3 supporting credits in English, math or science that will be delivered in the context of that sector
- **Contextualized Learning Activities:** Supporting credits, such as English, math, or science include units and other opportunities for SHSM students to learn in the context of the Business sector
  - i.e. a student taking a SHSM construction program completes a unit in their math course determining the proper measurements to build a construction project
- **Certifications and Awareness Training:** Sector-recognized certifications related to the Business sector and selected from a list, both generic and specific to support the sector (i.e. WHMIS, First Aid, CAD / CAM Training)
- **Experiential Learning Opportunities:**
  - Job-shadowing, job-twinning, work experience
  - Minimum of 2 cooperative education credits linked to Business Studies
  - Field trips, other workplace experiences for students to explore careers related to the Business sector
- **Reach Ahead Experiences:** Within the student's chosen post-secondary destination, ranging from a few hours to full courses (dual credit programs)
- Clearly valuing and providing a **pathway to all four post-secondary destinations**, apprenticeship, college, university and work

#### Next Steps for New Applicants:

- ☐ Read through the program details to understand the requirements of the program
- ☐ Choose courses with your Lead Teacher/Guidance Counselor that will fulfill your SHSM course requirements using the above chart to guide you.
- ☐ When filling out your option sheet for next year check the SHSM box in MyBlueprint
- ☐ Arrange an interview with the Program Lead Teacher for acceptance into the Program
- ☐ Once accepted to the program make a sign-in appointment with Mr. Johnston in Student Service [johnstonm@hcdsb.org](mailto:johnstonm@hcdsb.org)



## Components of Your Business SHSM Program

### Step 1: Select your courses using Program Pathways: SHSM–Business

This chart shows program requirements for the SHSM–Business in Grades 11 and 12, along with some of the additional credits needed for an OSSD. It is provided to help guide students in choosing the credits they need to meet the SHSM requirements in the pathway of their choice. Students should **always review their pathways plan with their parents/guardians** and their teachers/guidance counselor to ensure that they have all the credits they need to graduate with an SHSM–Business.

- Shaded boxes represent required credits in the bundle for the SHSM–Business.
- (C) represents a compulsory credit for the OSSD.
- The SHSM bundle of credits *must* include two cooperative education credits, but *may* include a maximum of four. The possible options are noted below, and explained fully in Section A1.2 of this guide.

Apprenticeship Training Pathway Specialization Grades 11–12	College Pathway Specialization Grades 11–12	University Pathway Specialization Grades 11–12	Workplace Pathway Specialization Grades 11–12
1 English credit (C)* (in either Gr. 11 or Gr. 12)	1 English credit (C)* (in either Gr. 11 or Gr. 12)	1 English credit (C)* (in either Gr. 11 or Gr. 12)	2 English credits (C)* (One must be in Grade 12.)
2 math credits (C)* (One credit must be in Gr. 12.)	2 math credits (C)* (One credit must be in Gr. 12.)	2 math credits (C)* (One credit must be in Gr. 12.)	1 math credit (C)* (in either Gr. 11 or Gr. 12)
4 business major credits (including a Gr. 11 and a Gr. 12 credit) <i>A cooperative education credit related to the sector may be substituted for one of these four credits.</i>	4 business major credits (including a Gr. 11 and a Gr. 12 credit) <i>A cooperative education credit related to the sector may be substituted for one of these four credits.</i>	4 business major credits (including a Gr. 11 and a Gr. 12 credit) <i>A cooperative education credit related to the sector may be substituted for one of these four credits.</i>	4 business major credits (including a Gr. 11 and a Gr. 12 credit) <i>A cooperative education credit related to the sector may be substituted for one of these four credits.</i>
2 cooperative education credits related to the sector (in either Gr. 11 or Gr. 12)** <i>May be used as (C) credits</i>	2 cooperative education credits related to the sector (in either Gr. 11 or Gr. 12)** <i>May be used as (C) credits</i>	2 cooperative education credits related to the sector (in either Gr. 11 or Gr. 12)** <i>May be used as (C) credits</i>	2 cooperative education credits related to the sector (in either Gr. 11 or Gr. 12)** <i>May be used as (C) credits</i>
2 optional or compulsory credits (Gr. 11)	2 optional or compulsory credits (Gr. 11)	2 optional or compulsory credits (Gr. 11)	2 optional or compulsory credits (Gr. 11)
2 optional or compulsory credits (Gr. 12)	2 optional or compulsory credits (Gr. 12)	2 optional or compulsory credits (Gr. 12)	2 optional or compulsory credits (Gr. 12)

### Step 2: Sector-recognized certifications and/or training courses/programs

This SHSM sector requires students, with the guidance of their lead teacher, to complete a specified number of compulsory and elective sector-recognized certifications and/or training courses/programs, as indicated in the following table.

Four (4) compulsory			
Cardiopulmonary Resuscitation (CPR) Level C – includes automated external defibrillation (AED)	customer service	Standard First Aid	Workplace Hazardous Materials Information System (WHMIS) – generic (i.e., not site-specific) instruction
Two (2) electives from the list below			
advanced training in a technology (309)	advanced training in a technique (313)	anti-oppression and allyship training	
business etiquette	cash handling and register training	counterfeit detection	
effective networking	equity and inclusion	ergonomics	
ethical considerations	first aid/CPR/AED awareness	fraud prevention	
fundraising	health and safety – basic	infection control	
leadership skills	negotiation training	personality inventory	
portfolio development	project management	public speaking	
retail representative	sector-specific software 1	specialized business program/competition (e.g., regional or provincial level DECA, Junior Achievement Company Program, Stock Market Competition, Make Your Pitch, Summer Company Program)	
successful exhibiting			

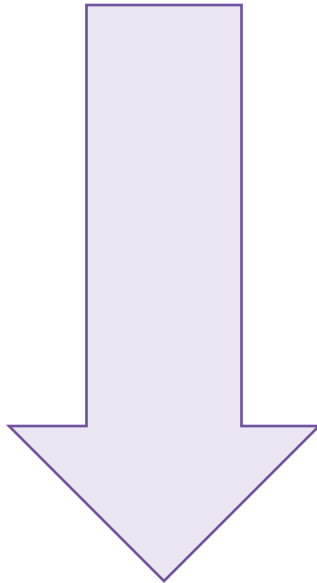
### Step 3. Experiential learning and career exploration activities

Experiential learning and career exploration opportunities relevant to the sector might include the following:

- one-on-one observation of a cooperative education student at a placement in the business sector (an example of job twinning)
- a day-long observation of a business person (an example of job shadowing)
- a one- or two-week work experience with a member of a business association or a professional in the sector (an example of work experience)
- attendance at a retail show (e.g., a home show or craft show), conference, or workshop focusing on the business sector
- participation in a local, provincial, or national contest or competition with a focus on business (e.g., a business plan competition or stock market competition)
- working with a mentor within the business community (e.g., to provide assistance in creating a business plan)

For more information visit: <http://www.edu.gov.on.ca/morestudentsuccess/sector/business.html>

**SEE NEXT PAGE FOR COURSES YOU CAN PICK FOR COURSE SELECTIONS**





## St. Francis Xavier Business SHSM - Pathway Chart

SHSM Major Subjects								
Courses to select:	Apprenticeship		College		University		Workplace	
	11	12	11	12	11	12	11	12
	<b>BUSINESS</b>							
<b>Complete 4 business major credits in Grades 11 and 12 (including a Gr. 11 and a Gr. 12 credit)</b>	BMI3C	BAN4E	BMI3C	BAT4M	BMI3C	BAT4M	BMI3C	BAN4E
	BAI3E	BAT4M	BAF3M	BDV4C	BAF3M	BBB4M	BAI3E	BBB4E
	BDI3C	BBB4E	BDI3C	BBB4M	BDI3C	BOH4M	BDI3C	BDV4C
	BAF3C	BDV4C	CIE3M	BOH4M	CIE3M	IDC4UM	BAF3C	BTX4C
	BTA30	BOG4E	BTA30			IDC4UB	BTA30	BTX4E
	CIC3E	BTX4C				CIA4U	CIC3E	
		BTX4E						
	<b>English</b>							
<b>1 English credit (in either Gr. 11 or Gr. 12)</b>	<b>Apprenticeship</b>		<b>College</b>		<b>University</b>		<b>Workplace (2 English credits)</b>	
	11	12	11	12	11	12	11	12
	ENG3C/E	ENG4C/E	ENG3C	ENG4C	ENG3U	ENG4U	ENG3C/E	ENG4C/E
	<b>Math</b>							
<b>2 math credits (One credit must be in Gr. 12.)</b>	<b>Apprenticeship</b>		<b>College</b>		<b>University</b>		<b>Workplace (1 math credit)</b>	
	11	12	11	12	11	12	11	12
	MEL3E	MEL4E	MBF3C		MCR3U	MHF4U	MEL3E	MEL4E
	MBF3C	MAP4C	MCF3M	MAP4C		MDM4U	MBF3C	MAP4C
		MCT4C				MCV4U		MCT4C
	<b>Other Required Credits (refer to Ontario.ca/SHSM)</b>							
	<b>Apprenticeship</b>		<b>College</b>		<b>University</b>		<b>Workplace</b>	
	11	12	11	12	11	12	11	12
<b>2 cooperative education credits related to the sector (in either Gr. 11 or Gr. 12)**</b>								
<b>2 optional or compulsory credits (Gr. 11)</b>								
<b>2 optional or compulsory credits (Gr. 12)</b>								

Students may choose a combination of courses from ANY Pathway – ie. They may take an Open level Art course and a University level Math

\*\*Coop credits may be taken the summer before Grade 11