



STATE OF ALABAMA
DEPARTMENT OF EDUCATION

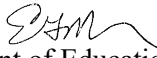


Eric G. Mackey, Ed.D.
State Superintendent of Education

July 31, 2026

MEMORANDUM

TO: City and County Superintendents of Education

FROM: Eric G. Mackey 
State Superintendent of Education

SUBJECT: Revised Business Software Applications I Course

The Alabama State Board of Education approved revisions to the Business Software Applications (BSA) I (BSA I; [10005G1001](#)) course within the Business Management and Administration cluster during its June 11, 2026, Board meeting. This action incorporates the nine financial literacy topics required under Alabama law into the course standards, ensuring alignment with statutory expectations while maintaining the technical rigor of the program.

As a result of this Board action, the revised BSA I course may now satisfy the one-credit Career Preparedness graduation requirement beginning with the 2026–2027 academic year. This update provides LEAs with greater flexibility in scheduling and course delivery while supporting high-quality instruction in digital literacy, financial literacy, and foundational career readiness skills.

Details on course requirements for students and LEAs will be covered in one virtual technical assistance session: **Wednesday, August 5, 2026, at 1 p.m.** Participants may register for this session using the following link: [BSA I August 5 Webinar](#).

If you have any questions or concerns, please contact Mr. Dodd Hawthorne, Assistant State Superintendent of Education, Career and Technical Education/Workforce Development Section, by telephone at (334) 694-4876 or by email at dodd.hawthorne@alsde.edu or Ms. Dawn Morrison, Section Coordinator, by telephone at (334) 694-4876 or by email at dmorrison@alsde.edu.

EGM:DG:SG

cc: City and County CTE Directors	Mrs. Angela Martin
City and County CTE Counselors	Dr. Melissa Shields
City and County Career Coaches	Mr. Dodd Hawthorne
City and County CCR Key Program Contacts	Ms. Dawn Morrison
City and County Counseling Coordinators	Mr. Sean J. Stevens
City and County Accountability Coordinators	Dr. Michal Robinson
City and County High School Counselors	
City and County High School Principals	

FY26-2070

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