

ACCOUNTING CERTIFICATE OF ACHIEVEMENT

This certificate is designed to prepare students for entry-level positions, updating and maintaining accounting records, calculating disbursements and receipts, tracking accounts payable and receivable, and determining profit and loss.

Code	Title	Units
Required Courses		
ACCT 047	Computerized Accounting	3
ACCT 200	Financial Accounting	4
ACCT 201	Managerial Accounting	4
BUSAD 100	Introduction to Business	3
BUSAD 210	Business Law	3
or BUSAD 211	The Legal Environment of Business	
ECON 208	Business and Economic Statistics	4
or MATH 108	Introduction to Probability and Statistics	
ECON 200	Principles of Macroeconomics	3
or ECON 200H	Principles of Macroeconomics - Honors	
ECON 201	Principles of Microeconomics	3
or ECON 201H	Principles of Microeconomics - Honors	
Total Units		27

Code	Title	Units
Recommended Courses		
ACCT 030	Federal and State Individual Income Taxation	4
ACCT 090	Payroll Accounting	3
MATH 102	College Algebra	4
CIT 101	Introduction to Computer Literacy	3
CIT 114	Spreadsheets: Excel	3

Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

This is a Gainful Employment Program

Program Learning Outcomes

At the completion of this program, students will be able to:

- Demonstrate the ability to organize, analyze, and interpret measurable business transactions
- Prepare financial statements by applying Generally Accepted Accounting Principles
- Communicate financial and managerial accounting information applying common methods of business communication
- Demonstrate an understanding of the world of business
- Identify ethical and social responsibility issues facing today's business