

ACCOUNTING, CERTIFICATE OF ACHIEVEMENT (LEVEL II)

NMC Code 073

The accounting certificate helps meet demand for qualified and knowledgeable people in today's workplace. It helps students acquire the necessary skills to begin entry-level positions in accounting. Students may elect to continue their education and obtain their Associate in Applied Science degree in accounting.

Program Note

- Completion of this certificate may lead to an AAS degree in Accounting by taking additional courses. See an advisor for details.

Requirements

Certificate Requirements

Course	Title	Credits
ACC 121	Accounting Principles I ¹	4
ACC 123	Accounting Principles II	4
ACC 199	Accounting Practicum	3
BUS 101	Introduction to Business	3
BUS 105	Business Math ¹	3
BUS 155 or BUS 231	Interpersonal Communications or Professional Communications	3
CIT 210	Microsoft Office - Excel	3
CIT 216	Computerized Acctg Systems	3
Select one of the following:		3
PHL 105	Critical Thinking	
PHL 201	Ethics	
PHL 202	Contemporary Ethical Dilemmas	
Directed Elective		
Select one course from the list		3-4
Total Credits		32-33

¹ It is recommended that BUS 105 Business Math be taken before or concurrently with ACC 121 Accounting Principles I. Both courses require placement into MTH 111 Intermediate Algebra/MTH 011 **or** higher, **or** completion of MTH 100 Quantitative Literacy with a 2.0 or better.

Directed Electives

Course	Title	Credits
ACC 223	Cost Accounting	4
ACC 231	Federal Income Tax Problems	3
ACC 241	Principles Fraud Examination	3
ACC 290	Accounting Internship	3
ECO 201	Principles of Macroeconomics	3
MGT 241	Principles of Management	3
MKT 201	Principles of Marketing	3

Course Sequence Guide

Course	Title	Credits
First Year		
Fall		
ACC 121	Accounting Principles I ¹	4
BUS 101	Introduction to Business	3
BUS 105	Business Math ¹	3
CIT 210	Microsoft Office - Excel	3
Credits		13
Spring		
ACC 123	Accounting Principles II	4
BUS 155 or BUS 231	Interpersonal Communications or Professional Communications	3
CIT 216	Computerized Acctg Systems	3
Select one of the following:		3
PHL 105	Critical Thinking	
PHL 201	Ethics	
PHL 202	Contemporary Ethical Dilemmas	
Credits		13
Second Year		
Fall		
ACC 199	Accounting Practicum	3
Directed Elective		3-4
Credits		6-7
Total Credits		32-33

¹ It is recommended that BUS 105 Business Math be taken before or concurrently with ACC 121 Accounting Principles I. Both courses require placement into MTH 111 Intermediate Algebra/MTH 011 **or** higher, **or** completion of MTH 100 Quantitative Literacy with a 2.0 or better.

Directed Electives

Course	Title	Credits
ACC 223	Cost Accounting	4
ACC 231	Federal Income Tax Problems	3
ACC 241	Principles Fraud Examination	3
ACC 290	Accounting Internship	3
ECO 201	Principles of Macroeconomics	3
MGT 241	Principles of Management	3
MKT 201	Principles of Marketing	3