

Accounting Department Accounting

Certificate of Achievement

| <u>Department Requirements:</u> | | | <u>Units</u> |
|--|-----|-----------------------------------|---------------------|
| *ACCT | 101 | Fundamentals of Accounting I | 4.0 |
| ACCT | 102 | Fundamentals of Accounting II | 4.0 |
| ACCT | 131 | Computerized Accounting – IBM | 3.0 |
| ACCT | 133 | Spreadsheet Accounting I | 3.0 |
| ACCT | 201 | Intermediate Accounting I | 4.0 |
| ACCT | 202 | Intermediate Accounting II | 4.0 |
| FIN | 125 | Personal Finance | 3.0 |
| or ACCT | 60 | QuickBooks Accounting | (1.5) |
| and ACCT | 61 | Turbo Tax Accounting | (1.5) |
| ACCT | 240 | Cost Accounting | 4.0 |
| or ACCT | 241 | Managerial Accounting | (4.0) |
| ACCT | 250 | Income Tax Accounting | 3.0 |
| or ACCT | 130 | Payroll Tax Accounting | (3.0) |
| FIN | 51 | Retirement Planning and Investing | 1.5 |
| Total Certificate Requirements: | | | 33.5 |

*Prerequisite for ACCT 101 is ACCT 100

Associate in Arts Degree Requirements:

Meet the requirements for a Certificate of Achievement in Accounting and complete the General Education requirements and electives to achieve a minimum of 60 degree applicable units.

| Other recommended courses: | | | <u>Units</u> |
|-----------------------------------|-----|--------------------------|---------------------|
| BA | 100 | Fundamentals of Business | 3.0 |
| BCOT | 147 | Business Communications | 3.0 |
| LAW | 111 | Business Law | 3.0 |

Note: Although many of these courses are transferable, this Certificate/A.A. degree is non-transferrable.

Please see a Business Counselor or the respective Department Chairperson for additional alternatives.