

# Degree & Certificate Requirements

## Accounting One-Year Certificate PROFESSIONAL TECHNICAL 2024-2025 Certificate Requirements

### Major Courses

Course Number	Course Title	Credits	Qtr. Completed	Comments / Substitution
ACCT& 201	Principles of Accounting I	5		
ACCT& 202	Principles of Accounting II	5		
<b>Select 2 courses from the following:</b>				
ACCT 105	Business & Payroll Tax Accounting [RE]	5		
ACCT 111	Computerized Accounting [RE]	5		
BUS 250	Management Information Systems	5		
<b>Subtotal</b>		<b>20</b>		

### Major Support

Select 15 credits from the following:

Course Number	Course Title	Credits	Qtr. Completed	Comments / Substitution
ACCT 101	Introduction to Accounting [RE]	5		
ACCT 107	Federal Income Taxes [RE]	5		
ACCT 222	Advanced Microsoft Excel [RE]	5		
ACCT 264	Fraud & Accounting Information Systems [RE]	5		
ACCT& 203	Principles of Accounting III	5		
BUS 120	Personal Finance [RE]	5		
or				
BUS 210	Managing Personal Finance [RE]	5		
BUS 263	Principles of Finance [RE]	5		
BUS 295	Business Internship [RE]	1-5		
1 additional course from the Major Courses section above		5		
CS 101	Intro to Computers & Information Technology	5		
ECON& 201	Micro Economics [S/B]	5		
ECON& 202	Macro Economics [S/B]	5		
MATH& 146	Introduction to Stats [M/S] [Q/SR]	5		
MATH 147	Finite Math [M/S] [Q/SR]	5		
MATH& 148	Business Calculus [M/S] [Q/SR]	5		
PROJ 100	Introduction to Project Management [RE]	5		
<b>Subtotal</b>		<b>15</b>		

### General Education

Course Number	Course Title	Credits	Qtr. Completed	Comments / Substitution
ENGL& 101	English Composition I [C]	5		
<b>Mathematics - select 5 credits from the following:</b>				
Any MATH course higher than 106		5		
<b>Social and Behavioral Sciences</b>				
BUS& 101	Introduction to Business [S/B]	5		
<b>Communication - select 5 credits from the following:</b>				
CMST& 210	Interpersonal Communication [C]	5		
CMST 260	Multicultural Communication [C]	5		

**Subtotal** 20  
**Total Credits Required** 55