

## Accounting and Finance

Student: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Student ID: \_\_\_\_\_ Advisor: \_\_\_\_\_

### Associate in Applied Science- Accounting and Finance Degree A25800 (General Accounting pathway Shown)<sup>3,4</sup>

#### Course Requirements and Suggested Sequence

| <b>First Semester (fall)</b>                             | <b><u>Co-Req/Prerequisites</u></b> | <b><u>Class</u></b> | <b><u>Credit</u></b> |
|----------------------------------------------------------|------------------------------------|---------------------|----------------------|
| ____ <b>ACA 111 or 122 College Student Success</b>       |                                    | 2                   | 1                    |
| ____ <b>ACC 120 Principles of Financial Accounting</b>   |                                    | 3/2                 | 4                    |
| ____ <b>BUS 110 Introduction to Business<sup>3</sup></b> |                                    | 3                   | 3                    |
| ____ <b>MAT Requirement</b>                              |                                    | 3                   | 3                    |
| ____ <b>ENG 111 Writing &amp; Inquiry</b>                | ENG 025/ENG 8025                   | 3                   | 3                    |
| ____ <b>CIS 110 Intro to Computers</b>                   |                                    | 2/2                 | 3                    |
| Total Hours                                              | 17                                 |                     |                      |

#### Second Semester (spring)

|                                                         |         |     |   |
|---------------------------------------------------------|---------|-----|---|
| ____ <b>ENG 112 Writing/Research in the Disciplines</b> |         |     |   |
| or <b>COM 231 Public Speaking</b>                       | ENG 111 | 3   | 3 |
| ____ <b>ACC 121 Principles of Managerial Accounting</b> | ACC 120 | 3/2 | 4 |
| ____ Humanities/Fine Arts Elective                      |         | 3   | 3 |
| ____ General Accounting Requirement <sup>3</sup>        |         | 3   | 3 |
| ____ Social Science Elective                            |         | 3   | 3 |
| ____ Other Major Requirement*                           |         | 2   | 2 |
| Total Hours                                             | 17      |     |   |

#### Third Semester (fall)

|                                                              |       |   |   |
|--------------------------------------------------------------|-------|---|---|
| ____ General Accounting Requirement <sup>3</sup>             |       | 3 | 3 |
| ____ Other Major Requirement                                 |       | 3 | 3 |
| ____ <b>ECO 251 Principles of Microeconomics<sup>1</sup></b> |       | 3 | 3 |
| ____ <b>BUS 115 Business Law I</b>                           |       | 3 | 3 |
| ____ Other Major Requirement*                                |       | 3 | 3 |
| ____ Other Major Requirement* (If Needed)                    |       |   | 2 |
| Total Hours                                                  | 15/17 |   |   |

#### Fourth Semester (spring)

|                                                  |    |     |     |
|--------------------------------------------------|----|-----|-----|
| ____ BUS 125 Personal Finance                    |    | 3   | 3   |
| ____ General Accounting Requirement <sup>3</sup> |    | 3   | 3   |
| ____ Other Major Requirement*                    |    |     | 2   |
| ____ Other Major Requirement*                    |    |     | 2/3 |
| ____ Other Major Requirement*                    |    |     | 3   |
| ____ CTS 130 Spreadsheet Applications            |    | 2/2 | 3   |
| Total Hours                                      | 17 |     |     |

TOTAL DEGREE HOURS                      65 Min

#### **Bolded Courses are Transferable.**

*\*Approved Elective List (Other Major Requirement): ACC, BAF 110/131, BUS 110/137/139/153/230/240/260, ECO, MKT 120, OST 136/236, SPA, LDR—17 hours needed*

<sup>1</sup> Students are required to take either ECO 251 or ECO 252 to fill the Economics Requirement. Students are recommended to take both.

<sup>2</sup> ACC 130 may be substituted for ACC 131 when offered.

<sup>3</sup> General Accounting & Finance = 9 hours from ACC, BAF, OR BUS prefixes

<sup>4</sup> Accounting=ACC 220, ACC 140 OR ACC 150, ACC 131

## Accounting and Finance Diploma D25800

### Course Requirements and Suggested Sequence

| <b>First Semester (fall)</b>                           | <b><u>Co-Req/Prerequisites</u></b> | <b><u>Class</u></b> | <b><u>Credit</u></b> |
|--------------------------------------------------------|------------------------------------|---------------------|----------------------|
| ____ <b>BUS 115 Business Law I</b>                     |                                    | <b>3</b>            | <b>3</b>             |
| ____ <b>ACC 120 Principles of Financial Accounting</b> |                                    | 3/2                 | 4                    |
| ____ <b>BUS 110 Introduction to Business*</b>          |                                    | 3                   | 3                    |
| ____ <b>ENG 111 Writing &amp; Inquiry</b>              | ENG 025/ENG 8025                   | 3                   | 3                    |

Total Hours            13

### Second Semester (spring)

|                                                         |                    |     |   |
|---------------------------------------------------------|--------------------|-----|---|
| ____ <b>ACA 111 or 122 College Student Success</b>      |                    | 2   | 1 |
| ____ <b>ACC 121 Principles of Managerial Accounting</b> | ACC 120            | 3/2 | 4 |
| ____ <b>BUS 125 Personal Finance</b>                    |                    | 3   | 3 |
| ____ <b>ACC 150 Accounting Software Applications*</b>   | ACC 115 or ACC 120 | 1/3 | 2 |
| ____ <b>ACC 140 Payroll Accounting*</b>                 | ACC 115 or ACC 120 | 1/3 | 2 |

Total Hours            12

### Third Semester (fall)

|                                                       |         |     |   |
|-------------------------------------------------------|---------|-----|---|
| ____ <b>CIS 110 Intro to Computers</b>                |         | 2/2 | 3 |
| ____ <b>MAT Requirement</b>                           |         | 3   | 3 |
| ____ <b>ACC 220 Intermediate Accounting*</b>          | ACC 120 | 3/2 | 4 |
| ____ <b>ACC 131 Federal Income Taxes*<sup>2</sup></b> |         | 2/2 | 3 |

Total Hours            13

TOTAL DIPLOMA HOURS            38

*\*Approved Elective List (Other Major Requirement): ACC, BAF 110/131, BUS 110/137/139/153/230/240/260, ECO, MKT 120, OST 136/236, SPA, LDR*

<sup>2</sup> ACC 130 may be substituted for ACC 131 when offered.

# Accounting and Finance Certificate C25800

## Course Requirements and Suggested Sequence

| First Semester (fall)                         | Prerequisites | Class | Credit |
|-----------------------------------------------|---------------|-------|--------|
| ___ACC 120 Principles of Financial Accounting |               | 3/2   | 4      |
| ___ACC 131 Federal Income Taxes               |               | 2/2   | 3      |
| ___CIS 110 Intro to Computers                 |               | 2/2   | 3      |

Total Hours                10

| Second Semester (spring)                       |                    |     |   |
|------------------------------------------------|--------------------|-----|---|
| ___ACC 121 Principles of Managerial Accounting | ACC 120            | 3/2 | 4 |
| ___ACC 140 Payroll Accounting                  | ACC 115 or ACC 120 | 1/3 | 2 |
| ___ACC 150 Accounting Software Applications    | ACC 115 or ACC 120 | 1/3 | 2 |

Total Hours                8

TOTAL CERTIFICATE HOURS                18

*\*Approved Elective List (Other Major Requirement): ACC, BAF 110/131, BUS 110/137/139/153/230/240/260, ECO, MKT 120, OST 136/236, SPA, LDR*

<sup>2</sup> ACC 130 may be substituted for ACC 131 when offered.

## Bookkeeping Certificate C25800B

### Course Requirements and Suggested Sequence

#### First Semester (fall)

\_\_\_\_ACC 120 Principles of Financial Accounting  
\_\_\_\_BUS 115 Business Law I

#### Prerequisites

#### Class

#### Credit

3/2  
3

4  
3

Total Hours           7

#### Second Semester (spring)

\_\_\_\_ACC 150 Accounting Software Applications   ACC 120  
\_\_\_\_CIS 110 Intro to Computers  
\_\_\_\_ACC 180 Practices in Bookkeeping           ACC 120

1/3  
2/2  
3

2  
3  
3

Total Hours           8

TOTAL CERTIFICATE HOURS                   15

*\*Approved Elective List (Other Major Requirement): ACC, BAF 110/131, BUS 110/137/139/153/230/240/260, ECO, MKT 120, OST 136/236, SPA, LDR*

<sup>2</sup> ACC 130 may be substituted for ACC 131 when offered.

# Payroll Accounting Certificate C25800C

## Course Requirements and Suggested Sequence

### First Semester (fall)

\_\_\_\_ **ACC 120 Principles of Financial Accounting**  
\_\_\_\_ ACC 131 Federal Income Taxes<sup>2</sup>  
\_\_\_\_ BUS 153 Human Resources Management

### Prerequisites

### Class

### Credit

3/2 4  
2/2 3  
3 3

Total Hours 10

### Second Semester (spring)

\_\_\_\_ ACC 140 Payroll Accounting<sup>3,4</sup> ACC 115 or ACC 120  
\_\_\_\_ **ACC 150 Accounting Software Applications** ACC 120  
\_\_\_\_ CTS 130 Spreadsheet Applications

1/3 2  
3/2 2  
2/2 3

Total Hours 7

TOTAL CERTIFICATE HOURS 17



*\*Approved Elective List (Other Major Requirement): ACC, BAF 110/131, BUS 110/137/139/153/230/240/260, ECO, MKT 120, OST 136/236, SPA, LDR*

<sup>2</sup> ACC 130 may be substituted for ACC 131 when offered.

# Accounting & Finance Certificate C25800C1

## Course Requirements and Suggested Sequence

### First Semester (fall)

\_\_\_\_ACC 120 Principles of Financial Accounting  
\_\_\_\_BUS 115 Business Law I

### Prerequisites

### Class

### Credit

3/2  
3

4  
3

Total Hours           7

### Second Semester (spring)

\_\_\_\_ACC 121 Principles of Managerial AccountingACC 120  
\_\_\_\_CIS 110 Introduction to Computers

3/2  
2/2

4  
3

Total Hours           7

TOTAL CERTIFICATE HOURS                   14

*\*Approved Elective List (Other Major Requirement): ACC, BAF 110/131, BUS 110/137/139/153/230/240/260, ECO, MKT 120, OST 136/236, SPA, LDR*

<sup>2</sup> ACC 130 may be substituted for ACC 131 when offered.