

ACCOUNTING CERTIFICATE (ACTC)

By providing an academic foundation in accounting, this certificate program prepares students for entry-level positions in the accounting field. It may also be completed in order to enhance skills of individuals currently employed in accounting-related positions. Students interested in this program should develop a plan of study to coordinate the timing and availability of all courses.

Note: All credits earned in this certificate program can be applied toward an associate degree program in Business with a major in Accounting or General Business.

COURSE NO.	COURSE TITLE	CREDITS
<input type="checkbox"/> ACCT 1010	Financial Accounting	4
<input type="checkbox"/> ACCT 1020 P	Managerial Accounting	4
<input type="checkbox"/> ACCT 1030 P	Computerized Accounting	3
<input type="checkbox"/> ACCT 1500	Personal Income Taxes	3
<input type="checkbox"/> ACCT 2010 P	Intermediate Accounting I	4
<input type="checkbox"/> ACCT 2020 P	Intermediate Accounting II	4
<input type="checkbox"/> BUSN 1040	Personal Finance	3
<input type="checkbox"/> COMI 1420	Introduction to Spreadsheets	1
<input type="checkbox"/> MATH	Select one: MATH 1600, 1620, 1670, 1680	3
Total Credits Required for Certificate		29

ENTREPRENEURSHIP CERTIFICATE (ETRC)

This program provides individuals with a basic understanding of the principles, concepts and procedures necessary to start a small business. After completing core and elective courses, students apply their knowledge through an entrepreneurial capstone course that requires the development of a complete business plan. During this capstone course, students work independently, with faculty guidance, but without benefit of classroom instruction. Business plans are reviewed by a committee of volunteer advisors from the business community who may establish their own guidelines and requirements for the business plan.

Note: All credits earned in this certificate program can be applied toward the associate degree program in General Business.

COURSE NO.	COURSE TITLE	CREDITS
<input type="checkbox"/> ACCT 1010	Financial Accounting	4
<input type="checkbox"/> BUSN 1050	Small Business Administration	3
<input type="checkbox"/> BUSN 1060	Leadership Development	3
<input type="checkbox"/> BUSN 1010	Introduction to Business	3
<input type="checkbox"/> BUSN 2060 P	Principles of Marketing	3
<input type="checkbox"/> LAWS 2050	Law of Contracts	3
<input type="checkbox"/> BUSN 1000	Workplace Relationship Skills	3
<input type="checkbox"/> BUSN 1020	Marketing Communications	3
<input type="checkbox"/> BUSN 2100 P	Entrepreneurship Capstone	3
Total Credits Required for Certificate		28

P This course has a prerequisite. See Course Descriptions section for class hours, prerequisites and corequisites.