

## Certificate in Business Administration (CERT\_BUSN)

### Accounting Concentration (ACCT)

By providing an academic foundation in accounting, this certificate program prepares students for entry-level positions in the accounting field. It also may be completed 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:** Most credits earned in this certificate program can be applied toward the associate degree program in Business with a major in Accounting or General Business. Many courses require prerequisites, corequisites and/or testing. [See course descriptions for details.](#)

#### RECOMMENDED COURSE SEQUENCE

- First semester: ACCT 1010; COMI 1420; MATH
- Second semester: ACCT 1020; BUSN 1040
- Third semester: ACCT 1030, 2010
- Fourth semester: ACCT 1500, 2020

#### Certificate Requirements

COURSE NO.	COURSE TITLE	COURSE NOTES	CREDITS
ACCT 1010	Financial Accounting		4
ACCT 1020	Managerial Accounting		4
ACCT 1030	Computerized Accounting		3
ACCT 1500	Personal Income Taxes		3
ACCT 2010	Intermediate Accounting I		4
ACCT 2020	Intermediate Accounting II		4
BUSN 1040	Personal Finance		3
COMI 1420	Introduction to Spreadsheets		1
MATH	Select one: Math 1005, 1015, 2077, 2138		3
Total Certificate Requirements Credits			29
<b>Total Program Credits</b>			<b>29</b>