

## Program: Accounting

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### Bookkeeping Certificate of Completion (45 credits)

#### Required Courses

Quarter 1	ACCT&201 Principles of Accounting I	5	
	INFO101 Computer Application Essentials	5	
Quarter 2	ACCT&202 Principles of Accounting II	5	
	ACCT205 Excel for Accounting	5	
	ACCT220 Payroll Accounting	5	
Quarter 3	ACCT207 QuickBooks	5	(this course was listed twice)

#### General Education Requirements

##### Communications 5 credits required

ENGL175

ENGL&101 ENGLISH COMPOSITION I

##### Humanities/Social Sciences/Natural Sciences/Other 5 credits required

BIOL&160 GENERAL BIOLOGY

BIOL&175 HUMAN BIOLOGY WITH LAB

BIOL&241 ANATOMY & PHYSIOLOGY I

BIOL&242 HUMAN A&P II

BIOL&260 MICROBIOLOGY

CHEM&121 INTRODUCTION CHEMISTRY

CHEM&131 INTRODUCTION TO ORGANIC/BIOCHEMISTRY

CMST&102 INTRO TO MASS MEDIA

CMST&152 INTERCULTURAL COMMUNICATION

CMST&210 INTERPERSONAL COMMUNICATION

CMST&220 PUBLIC SPEAKING

ECON&201 MICROECONOMICS

NUTR&101 INTRO TO NUTRITION

POLS&101 INTRO TO POLITICAL SCIENCE

PSYC&100 GENERAL PSYCHOLOGY

PSYC&200 LIFESPAN PSYCHOLOGY

SOC&101 INTRO TO SOCIOLOGY

## 2020-2021 Addendum

### Quantitative 5 credits required

MATH172	APPLIED BUSINESS MATH
MATH&141	PRECALCULUS I
MATH&142	PRECALCULUS II
MATH&146	INTRODUCTION TO STATISTICS
MATH&151	CALUCLUS I
MATH&152	CALCULUS II

Note: See a Career Advisor prior to choosing courses that meet general education requirements.