

ACCOUNTING

The Associate of Applied Science degree in Accounting provides students with skills and knowledge necessary to manage and keep track of an organization's money and financial records. The Accounting AAS includes courses required for students wishing to pursue a career in accounting.

The Professional Bookkeeper certificate offers students the skills and knowledge necessary for an entry level bookkeeping position. It allows students the opportunity to enter the workforce in an accounting related field after successful completion of 18 credit hours in business and accounting coursework.

Stackable Credentials

- Associate of Applied Science - Accounting - (Full-Time)
- Certificate - Professional Bookkeeper - (Full-Time)

Full-Time Schedules

Certificate - Professional Bookkeeper (Full-Time)

Associate of Applied Science - Accounting (Full-Time)

Certificate - Professional Bookkeeper

Level One Certificate

The Bookkeeper Certificate program provides students with the skills and knowledge necessary to manage and keep track of an organization's money and financial records. The Bookkeeper Certificate consists of courses for students who wish to have a career as a Bookkeeper.

Full-Time Student Schedule

Course	Title	Semester Credit Hours
Semester #1		
ACNT 1303	Introduction to Accounting I	3
BCIS 1305	Business Computer Applications	3
BUSI 1301	Business Principles	3
Semester Credit Hours		9
Semester #2		
ACNT 1313	Computer Accounting Applications	3
POFT 1321	Business Math	3
BUSI 2301	Business Law	3
Semester Credit Hours		9
Total Semester Credit Hours		18

Associate of Applied Science - Accounting

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Full-Time Student Schedule

Course	Title	Semester Credit Hours
Semester #1		
ACNT 1303	Introduction to Accounting I	3

BUSI 1301	Business Principles	3
BCIS 1305	Business Computer Applications	3
ENGL 1301	Composition I	3
POFT 1321	Business Math	3
Semester Credit Hours		15
Semester #2		
ACCT 2301	Principles of Financial Accounting	3
ACNT 1313	Computer Accounting Applications	3
BMGT 1327	Principles of Management	3
BUSI 2304	Business Report Writing and Correspondence	3
MATH 1324	Math for Business and Social Science	3
Semester Credit Hours		15
Semester #3		
ACCT 2302	Principles of Managerial Accounting	3
ACNT 1331	Federal Income Tax: Individual	3
BUSI 2301	Business Law	3
HRPO 1311	Human Relations	3
PHIL 2306	Introduction to Ethics	3
Semester Credit Hours		15
Semester #4		
BUSG 2309	Small Business Management/ Entrepreneurship	3
ECON 2301 or ECON 2302	Principles of Macroeconomics or Principles of Microeconomics	3
POFT 1300 or ACNT 1382	Career Exploration/Planning or Cooperative Education - Accounting Technician	3
PSYC 2301	General Psychology	3
ACNT 2302	Accounting Capstone	3
Semester Credit Hours		15
Total Semester Credit Hours		60