

Accounting Department Professional Accounting Certificate of Achievement

The Professional Accounting Associate of Arts Degree is for students working toward a career in accountancy. Mastery of this curriculum will help students begin to lay the groundwork for becoming a Certified Public Accountant. The Professional Accounting education also helps students understand basic accounting functions, financial statement preparation and interpretation, and the role and contribution of accounting in an organization.

Accounting Major Courses (45.0 units):

<u>Course Name</u>	<u>Course Number</u>	<u>Course Description</u>	<u>Units</u>
ACCT	100	Introduction to Accounting	3.0
ACCT	101	Fundamentals of Accounting I	3.5
ACCT	102	Fundamentals of Accounting II	3.5
ACCT	133	Spreadsheet Accounting I	3.0
ACCT	160	QuickBooks for Certification	3.0
ACCT	201	Intermediate Accounting I	3.5
ACCT	202	Intermediate Accounting II	3.5
ACCT	220	Accounting Ethics	4.0
ACCT	240	Cost Accounting	3.5
ACCT	250	Income Tax Accounting	3.0
Or ACCT	130	Payroll Accounting	(3.0)
ACCT	260	Governmental and Not-for-Profit Accounting	4.0
ACCT	270	Fundamentals of Auditing	3.0
or ACCT	280	Advanced Accounting	(3.0)
FIN	51	Retirement Planning & Investment	1.5
FIN	125	Personal Finance	3.0
or FIN	125M	Personal Finance	(3.0)
or ACCT	60	QuickBooks Accounting	(1.5)
and ACCT	61	Turbo Tax Accounting	(1.5)
Total Major Requirements:			45.0

Requirements for a Professional Accounting Certificate of Achievement:

Complete the Accounting Core courses (45.0 units) listed above with a grade of "C" or higher or "Pass"

NOTE: Although many of these courses are transferable, this Certificate is nontransferable. Please see a Business Counselor or the respective department chairperson for additional alternatives.

Proposed Sequence

First Semester (Spring)

<u>Course Name</u>	<u>Course Number</u>	<u>Course Description</u>	<u>Units</u>
ACCT	100	Introduction to Accounting	3.0
FIN	125	Personal Finance	3.0
or FIN	125M	Personal Finance	(3.0)
or ACCT	60	QuickBooks Accounting	(1.5)
and ACCT	61	Turbo Tax Accounting	(1.5)
FIN	51	Retirement Planning & Investment	1.5

Second Semester (Fall)

<u>Course Name</u>	<u>Course Number</u>	<u>Course Description</u>	<u>Units</u>
ACCT	101	Fundamentals of Accounting I	3.5
ACCT	133	Spreadsheet Accounting I	3.0
ACCT	250*	Income Tax Accounting	3.0
or ACCT	130	Payroll Tax Accounting	(3.0)

Third Semester (Spring)

<u>Course Name</u>	<u>Course Number</u>	<u>Course Description</u>	<u>Units</u>
ACCT	102	Fundamentals of Accountings II	3.5
ACCT	240*	Cost Accounting	3.5
ACCT	220	Business Ethics	4.0

Fourth Semester (Fall)

<u>Course Name</u>	<u>Course Number</u>	<u>Course Description</u>	<u>Units</u>
ACCT	270*	Fundamentals of Auditing	3.0
or ACCT	280**	Advanced Accounting	(3.0)
ACCT	201*	Intermediate Accounting I	3.5
ACCT	260*	Governmental and Not-for-Profit Accounting	4.0

Fifth Semester (Spring)

<u>Course Name</u>	<u>Course Number</u>	<u>Course Description</u>	<u>Units</u>
ACCT	202*	Intermediate Accounting II	3.5
ACCT	160	QuickBooks for Certification	3.0
ACCT	270*	Advanced Accounting	(3.0)
or ACCT	280**	Advanced Accounting	(3.0)

*Offered only in fall

**Offered only in spring

NOTE: Students can choose either ACCT 270, which is offered only in the fall, **OR** ACCT 280, which is offered only in spring. Both classes are listed in the fourth (fall) and fifth (spring) to account for the student's choice of one of these two classes.