

ACCOUNTING AND BOOKKEEPING CERTIFICATE

SEMESTER I	SEMESTER II
ACC111 Financial Accounting I ▲ 3	ACC112 Financial Accounting II ▲ 4
CIS101 Personal Computer Applications 3	ACC215 Computerized Accounting ▲ 3
ACC204 Tax Accounting ▲ 4	ACC125 Payroll Accounting ▲ 3
CSS106 Succeeding in College 1	ACC121 Managerial Accounting ▲ 3
MTH128 Statistics ▲ 3	CIS222 Spreadsheet Concepts ▲ 3
ENG101 English Composition I ▲ 3	
17 CREDITS	16 CREDITS

33 SEMESTER CREDITS

▲ Student must obtain a letter grade of a C or better to progress to graduation/certification.