



## ACCOUNTING

- Associate of Science in Accounting (AS)
- Certificate of Achievement in Accounting
- Certificate of Achievement in Intersegmental GE Transfer Curriculum (IGETC)

The Associate in Science Degree in Accounting combines an in-depth understanding of accounting principles with a breadth of business knowledge. A student who completes the outlined course of study will be prepared for employment in the accounting field. These students will have acquired skills in basic accounting, both manual and computerized. Students will acquire some managerial, cost and manufacturing accounting skills which will prepare them for accounting data and enable them to analyze and make decisions regarding such. They will, in-addition have acquired skills to use word processing and spreadsheet applications. They will have acquired skills to help them with communication, both oral and written.

**Students who wish to transfer to UC must have completed IGETC AREA 6. This can be done with 2 years of high school foreign language or college level foreign language course with a letter grade of "C" or better.**

Program Contact: Eunji Seo (RC) and Alan Cade (MCCC) • Program Counselor: Steve Jones

### SEMESTER 1

COURSE NUMBER	COURSE TITLE	UNITS	ADVISING/ACTION NOTES (including elective suggestions, support services, embedded certificates etc.)
ACCTG 4A	Financial Accounting	4	Join Institute of Management Accountants (IMA) at student rate
ENGL 1A/1AH	Reading and Composition	4	Visit the Reading and Writing Center
BA 10	Introduction to Business	3	
IS 15	Computer Concepts	3	
OT 12A or IT 18	Microsoft Excel Essentials or Spreadsheet Fundamentals	1.5	
	<b>TOTAL UNITS</b>	<b>15.5</b>	Visit the Tutorial and Career Centers. Attend CalCPA Student Night

### SEMESTER 2

COURSE NUMBER	COURSE TITLE	UNITS	ADVISING/ACTION NOTES (including elective suggestions, support services, embedded certificates etc.)
ACCTG 4B	Managerial Accounting	4	
BA 39 or STAT 7	Finite Math for Business or Elementary Statistics	3-4	Visit the Math Center
ACCTG 31	Computerized Accounting	3	
OT 13A	Microsoft Access Essentials	1.5	
BA 33	Human Relations in Business	3	
	<b>TOTAL UNITS</b>	<b>14.5</b>	Meet with counselor to finalize your Student Education Plan (SEP)

**This map is intended to be used as a tool in discussion with your counselor for the creation of your personalized Student Education Plan (SEP).**

## SUMMER

COURSE NUMBER	COURSE TITLE	UNITS	ADVISING/ACTION NOTES (including elective suggestions, support services, embedded certificates etc.)
POLSCI 2	American Government	3	<i>Recommend take in summer to reduce semester unit overload</i>
	<b>TOTAL UNITS</b>	<b>3</b>	

## SEMESTER 3

COURSE NUMBER	COURSE TITLE	UNITS	ADVISING/ACTION NOTES (including elective suggestions, support services, embedded certificates etc.)
BA 5	Business Communications	3	
ECON 1A	Principles of Macroeconomics	3	
ENGL 3/3H	Critical Reading and Writing	3	
COMM 1/1H or 8	Public Speaking or Group Communication	3	
GE REQ	Biological Science	4	<i>Consult with Counselor/Advisor for GE Recommendations</i>
	<b>TOTAL UNITS</b>	<b>16</b>	<i>Attend CalCPA Student Night. Apply to transfer to four-year institution(s), if planning to transfer.</i>

ECON 1B	Principles of Microeconomics	3	
GE REQ	Physical Science	3	<i>Discuss with your counselor/advisor options for general education and electives</i>
GE REQ	Art/Humanities	3	
HIST 11 or 12	History of the United States	3	
GE REQ	Art	3	

## CAREER OPPORTUNITIES

*Students with this certificate may pursue careers in these industries:*

**Accounting, Management, Human Resources, Sales,  
Bookkeeping, Auditors**

*Popular Transfer Programs:*

**CSU Fresno, Fullerton, Monterey Bay, Humboldt, Sacramento,  
Stanislaus, Cal Poly San Luis Obispo, UC, UCLA, and  
Fresno Pacific University**

