

Accounting

Diploma

AC12

Curriculum

Basic Skills 8

ENGL 1010 Fundamentals of English I (3) 3

Choose ONE Social/Behavior Science course: 2

EMPL 1000 Interpersonal Relations and Professional Development (2)

PSYC 1010 Basic Psychology (3)

Choose ONE Math course: 3

MATH 1011 Business Math (3)

MATH 1012 Foundations of Mathematics (3)

Occupational Courses

Required courses: 28

COMP 1000 Introduction to Computer Literacy (3)

ACCT 1100 Financial Accounting I (4)

ACCT 1105 Financial Accounting II (4)

ACCT 1115 Computerized Accounting (3)

ACCT 1120 Spreadsheet Applications (4)

ACCT 1125 Individual Tax Accounting (3)

ACCT 1130 Payroll Accounting (3)

BUSN 1440 Document Production (4)

Accounting Elective: (Choose ONE course) 3

ACCT 2000 Managerial Accounting

ACCT 2100 Accounting Internship I

ACCT 2110 Accounting Simulation

ACCT 2120 Business Tax Accounting

ACCT 2135 Introduction to Governmental and Nonprofit Accounting

ACCT 2140 Legal Environment of Business

ACCT 2145 Personal Finance

ACCT 2150 Principles of Auditing

ACCT 2155 Principles of Fraud Examination

ACCT 2160 Accounting Ethics (3)

Electives: (Choose ONE course) 3

ACCT 2110 Accounting Simulation (3)

ACCT 2120 Business Tax Accounting (3)

ACCT 2135 Introduction to Governmental and Nonprofit Accounting (3)

ACCT 2140 Legal Environment of Business (3)

ACCT 2145 Personal Finance (3)

ACCT 2150 Principles of Auditing (3)

ACCT 2155 Principles of Fraud Examination (3)

ACCT 2160 Accounting Ethics (3)

BAFN 1100 Introduction to Banking and Finance (3)

BUSN 1310 Introduction to Business Culture (3)

BUSN 1320 Business Interaction Skills (3)

BUSN 1330 Personal Effectiveness (3)

BUSN 1340 Customer Service Effectiveness (3)

BUSN 1420 Database Applications (4)

BUSN 2200 Office Accounting (4)

BUSN 2230 Office Management (3)

MGMT 1100 Principles of Management (3)

MGMT 1105 Organizational Behavior (3)

MGMT 1110 Employment Law (3)

MGMT 1111 Employee Compensation and Benefits (3)

MGMT 1115 Leadership (3)

MGMT 1120 Introduction to Business (3)

MGMT 1125 Business Ethics (3)

MGMT 2115 Human Resource Management (3)1310,

MGMT 2120 Labor Management Relations (3)

MGMT 2125 Performance Management (3)

MGMT 2130 Employee Training and Development (3)

MGMT 2135 Management Communication Techniques (3)

MGMT 2145 Management Communication Techniques (3)

MGMT 2155 Quality Management Principles (3)

MGMT 2205 Service Sector Management (3)

MGMT 2210 Project Management (3)

MKTG 1100 Principles of Marketing (3)

MKTG 1130 Business Regulations and Compliance (3)

MKTG 1160 Professional Selling (3)

MKTG 1190 Integrated Marketing Communications (3)

MKTG 1210 Services Marketing (3)

MKTG 1370 Consumer Behavior (3)

MKTG 2010 Small Business Management (3)

Total Credit Hour (minimum):

42