

Business and Computing Division

ENTRY-LEVEL ACCOUNTING

CERTIFICATE OF SPECIALIZATION

This certificate, issued through the Business and Computing Division, provides students with basic accounting and computer accounting coursework. Completion of the certificate will enable students to apply for entry-level position in accounting.

Students are required to obtain a grade of "C" or better in all required courses.

Program Outcomes

1. Demonstrate knowledge of an accounting process by performing appropriate accounting functions manually or by utilizing G/L software.
2. Define and apply the different concepts of cost used to assist managers in making business decisions by performing profitability and cost analysis.

Required Courses

Course	Course Number	Units
Financial Accounting	ACCT A101	4
Managerial Accounting	ACCT A102	4
Accounting Information Systems 1	ACCT A110	3
	Total Units	11