

# ACCOUNTING TECHNICIAN CERTIFICATE

## Juneau, e-Learning

The accounting certificate program is designed to provide intensive training for accounting occupations. Skills gained are job-entry in nature.

Requirement	Hours
<b>Minimum Credit Hours</b>	<b>30</b>
General Requirements	9-10
Program Requirements	21

Code	Title	Credits
<b>General Requirements</b>		
<i>Written and Oral Communication Skills</i>		
Select one of the following:		3
BA S163	Business English	
COMM S111	Fundamentals of Oral Communication <sup>1</sup>	
WRTG S111	Writing Across Contexts	
<i>Computational Skills</i>		
BA S116 or MATH S105	Business Mathematics Intermediate Algebra	3-4
<i>Other Skills</i>		
Select one of the following:		3
BA S251	Management Skills	
PSY S101	Introduction to Psychology	
<b>Program Requirements</b>		
ACCT S201	Principles of Financial Accounting <sup>2</sup>	3
ACCT S202	Principles of Managerial Accounting	3
ACCT S222	Computer Automated Accounting	3
ACCT S225	Payroll Accounting	3
BA S151	Introduction to Business	3
CIS S235	Spreadsheet Concepts and Applications	3
Advisor approved elective		3
<b>Total Credits</b>		<b>30</b>

<sup>1</sup> Grade C 2.00 or better

<sup>2</sup> ACCT S121 and ACCT S122 meet ACCT S201 requirement.