

# Accounting Technician Diploma Courses

<b>Award</b>	Diploma
<b>Credits</b>	29
<b>Program Start</b>	Fall, Spring, Summer
<b>Time to Complete</b>	1 year

## 2022–2023 Suggested Sequence of Study



The following suggested sequence of study is for new full-time students starting the program Fall 2022, Spring 2023, or Summer 2023. Part-time students should visit with a program advisor for a modified sequence of study.



When registering for classes refer to Self-Service > Student Planning to view your specific program requirements, your progress, and ensure proper registration.



Courses are subject to change.

- ◆ General education course.
- ▣ Non-transfer general education course.
- ▶ Course has a prerequisite and/or corequisite.
- O Course meets 100% online.
- E Course meets face-to-face after 5:00pm.

### Term 1

ACC-115 Introduction to Accounting -OR-	O E 4 ◆
ACC-131 Principles of Accounting I ▶	O E 4 ◆
BUS-102 Introduction to Business -OR-	O E 3 ◆
BUS-180 Business Ethics -OR-	O E 3 ◆
BUS-183 Business Law -OR-	O E 3 ◆
MGT-101 Principles of Management -OR-	O E 3 ◆
MGT-110 Small Business Management	3 ▣
BUS-108 Business College Experience	1
MAT-772 Applied Math -OR-	3
Math Elective	3
SPC-101 Fundamentals of Oral Communication	3

**Total Credits 14**

## Term 2

ACC-116	Introduction to Accounting II ► -OR-	O E	4	◆
ACC-132	Principles of Accounting II ►	O E	4	◆
ACC-160	Payroll Accounting ►		2	
ACC-310	Computer Accounting ►		2	
ACC-803	Accounting Simulations ►		1	
CSC-110	Introduction to Computers ► -OR-		3	▣
BCA-205	Database/Spreadsheets ►		3	▣
ENG-105	Composition I ► -OR-		3	▣
COM-781	Written Communication in the Workplace ►		3	▣
Total Credits 15				

## Math Electives

MAT-110	Math for Liberal Arts ►		3	
MAT-121	College Algebra ►		4	
MAT-128	Precalculus ►		4	
MAT-134	Trigonometry and Analytic Geometry ►		3	
MAT-156	Statistics ►		3	
MAT-210	Calculus I ►		4	
MAT-216	Calculus II ►		4	
MAT-219	Calculus III ►		4	