

## PROGRAM OF STUDY

### Accounting (Transfer) Certificate of Achievement

The Business department offers a comprehensive program for transfer and non-transfer students. The first two years of coursework in preparation for a four-year degree in Accounting and/or Business Administration may be completed, or students may earn associate degrees and/or certificates while exploring areas of personal interest or job enrichment. The department offers a variety of courses in Accounting, Bookkeeping, Business Administration, International Business, Business Mathematics, Management, Finance, Investing, Marketing, Salesmanship, Retail Management, Electronic Commerce, Advertising, Ethics, Law, Conflict Resolution and Managing Diversity in the Workplace. Associate Degrees and Certificates are designed to allow students to specialize in a particular area, and are especially useful for persons seeking a first job, or looking to advance in a current career.

#### **Student Learning Outcome:**

Analyze financial, economic, and management issues and formulate strategies for the growth and development of a business entity.

#### **Program Requirements:**

		<b>Units</b>
BUS 201	Principles of Accounting	5 - 0
BUS 202	Principles of Accounting II	5 - 0
BUS 211	Business Law	3 - 0
ECON 201	Macroeconomics	3 - 0
	<b>or</b>	
ECON 201H	Macroeconomics - Honors	3 - 0
ECON 202	Microeconomics	3 - 0
	<b>or</b>	
ECON 202H	Microeconomics - Honors	3 - 0
ECON 291	Statistical Methods in Business and Economics	3 - 0
	<b>or</b>	
MATH 140	Introductory Statistics	4 - 0
	<b>or</b>	
MATH 140H	Introductory Statistics - Honors	4 - 0
<b>Recommended electives:</b>		<b>Units</b>
CIT 145	Quickbooks	3 - 0

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**Total Units****22 - 23**

PID 17