




Certificate in Accounting 2025 – 2026 Academic Plan

This academic plan is a semester-by-semester guide for the college-ready student. Students should consider bachelor’s degree requirements at transfer institutions, potential for continuing education to a graduate degree, and future career goals when selecting specific courses. This plan is not a substitute for meeting with an [Advising Specialist](#) or full-time Faculty Advisor.

Academic Plan: Fall 1 st Year			Notes
Requirement	Course	Credits	
FYEX	*First Year Experience	1	
WCOM^	ENG101 English Composition I	3	
MATH	MGT103 Business Mathematics	3	<ul style="list-style-type: none"> MGT103 and MGT107 with grades of “C” or better are prerequisites for future coursework. CIS125 is a prerequisite for future coursework.
CPLT	CIS125 Computer Concepts and Applications	3	
CORE	MGT105 Spreadsheet Applications	3	
CORE	MGT107 Bookkeeping	3	
Total Credits		16	
Academic Plan: Spring 1st Year			
Requirement	Course	Credits	
CORE	BUS240 Financial Accounting	3	
CORE	BUS261 Business Communications	3	
CORE	MGT243 Payroll Accounting	3	
CORE	MGT245 QuickBooks	3	
CORE	MGT262 Financial Management	3	
Total Credits		15	
Total Program Credits		31	

*For a list of elective and general education courses visit, the [degree/certificate plan webpage](#).

^This general education requirement must be met by a MOTR equivalent course; see [MOTR webpage](#). 

The Computer Literacy (CPLT) requirement must be completed with a grade of “C” or better.