

Accounting Technology A.A.S.

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The courses in this program of study may not be offered every semester. Consult with your advisor to determine course schedules to stay on track to graduate.

Area I – Written Composition

Item #	Title	Hours	Grade	Term Completed
ENG 101	English Composition I	3		
ENG 102	English Composition II	3		
	Sub-Total Credits	6		

Area II – Humanities and Fine Arts

Item #	Title	Hours	Grade	Term Completed
	Humanities/Fine Arts Elective	3		
	Sub-Total Credits	3		

Area III – Natural Sciences and Mathematics

Item #	Title	Hours	Grade	Term Completed
	MTH 100 or MTH 112 or higher level	3		
	Natural Science and Lab	4		
	Sub-Total Credits	7		

Area IV – History, Social and Behavioral Sciences

Item #	Title	Hours	Grade	Term Completed
ECO 231	Principles of Macroeconomics	3		
	Sub-Total Credits	3		

Area V — Pre-Professional, Pre-Major and Electives

Item #	Title	Hours	Grade	Term Completed
ACT 246	Microcomputer Accounting	3		
ACT 249	Payroll Accounting	3		
ACT 253	Individual Income Tax	3		
ACT 256	Cost Accounting	3		
BUS 100	Introduction to Business	3		
BUS 146	Personal Finance	3		
BUS 215	Business Communication	3		
BUS 241	Principles of Accounting I	3		
BUS 242	Principles of Accounting II	3		
BUS 263	The Legal and Social Environment of Business	3		
BUS 276	Human Resource Management	3		
CIS 146	Microcomputer Applications	3		
CIS 147	Advanced Micro Applications	3		
ETP 279	Small Business Management	3		
OAD 243	Spreadsheet Applications	3		
ORI 101	Orientation to College	1		
SPH 106	Fundamentals of Oral Communication	3		
	Sub-Total Credits	49		
	Total Credits	68		