

**ACCOUNTING SOFTWARE APPLICATIONS
Certificate
Day, Evening, and Online**

PROGRAM PLANNING GUIDE

Course Number	Course Title	Class	Hours Per Week		Credits
			Lab	Work/Clinical	
<u>FIRST SEMESTER</u>					
ACC 120	Principles of Financial Accounting	3	2	0	4
CIS 111	Basic PC Literacy	2	0	0	2
<u>SECOND SEMESTER</u>					
ACC 149	Intro. To Accounting Spreadsheets	1	2	0	2
ACC 150	Accounting Software Applications	1	2	0	2
<u>THIRD SEMESTER</u>					
ACC 152	Advanced Software Applications	1	2	0	2

TOTAL COMPLETION REQUIREMENTS 12 SEMESTER CREDIT HOURS

