

# Accounting Technician Diploma Courses

<b>Award</b>	Diploma
<b>Credits</b>	33
<b>Program Start</b>	Fall, Spring, Summer
<b>Time to Complete</b>	1 year

## 2024–2025 Suggested Sequence of Study

The following suggested sequence of study is for new full-time students starting the program Fall 2024, Spring 2025, or Summer 2025. 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.
- Course meets 100% online.
- E Course meets face-to-face after 5:00pm.

Term 1		
ACC-115 Introduction to Accounting OR	○ 4	◆
ACC-152 Financial Accounting ▶	○ 4	◆
ACC-160 Payroll Accounting ▶	2	
CSC-110 Introduction to Computers ▶ OR	○ 3	◆
CSC-116 Information Computing ▶	○ 3	◆
MAT-772 Applied Math OR	3	
Math Elective	3	
SDV-108 The College Experience	1	
Accounting Technician Elective	3	
		<b>Total Credits 16</b>

## Term 2

ACC-116	Introduction to Accounting II ▶ OR	O 4 ◆
ACC-156	Managerial Accounting ▶	O 4 ◆
ACC-310	Computer Accounting ▶	2
ACC-360	Accounting Spreadsheets ▶	2
ENG-105	Composition I ▶ OR	3 □
COM-781	Written Communication in the Workplace ▶	3 □
SPC-101	Fundamentals of Oral Communication	3
	Accounting Technician Elective	3
		<b>Total Credits 17</b>

## Accounting Technician Electives

BUS-102	Introduction to Business	3
BUS-180	Business Ethics	3
BUS-183	Business Law	3
BUS-210	Business Statistics ▶	3
ECN-120	Principles of Macroeconomics ▶	3
ECN-130	Principles of Microeconomics ▶	3
FIN-121	Personal Finance	3
MGT-101	Principles of Management	3
MGT-110	Small Business Management	3

## 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