

Glen Oaks Community College

Accounting Certificate

This is an entry-level certificate for students wishing to pursue accounting careers in the retail, service, or manufacturing sector. Emphasis is placed on accounting principles and knowledge, as well as basic business and communications skills. This certificate may be applied towards the Associate of Applied Science in Business Degree.

Required Coursework (29 hours)

BAA 109	Payroll Accounting*	2 Credits
BAA 111	Principles of Accounting*	4 Credits
BAA 112	Principles of Accounting*	4 Credits
BAA 113	Quick Books for Accounting*	
BAA 204	Small Business Tax Accounting	2 Credits
BAA 213	Cost Accounting*	3 Credits
BAM 101	College Skills & Portfolio Writing	3 Credits
BAM 103	Business Math*	3 Credits
EDP 101	Introduction to Computers & Software	4 Credits
EDP 227	Spreadsheet Applications (Excel)*	2 Credits

Electives (6 hours required)

BAA 202	Personal Income Tax Accounting	2 Credits
BAA 207	Analyzing Financial Statements*	3 Credits
BAA 211	Intermediate Accounting*	3 Credits
BAM 260	Small Business Management*	3 Credits
BAM 271	Internship I*	3 Credits
BIP 100	Keyboarding-Introduction/Refresher	2 Credits
BAC 111	Contemporary Business & Technical Communications*	4 Credits

Minimum Hours Required 35 Credits

*Course has a prerequisite

Effective: Fall 2011

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