

# Accounting

2018-2019 Catalog

Award Granted Upon Completion: Certificate in Accounting

Credits/Contacts Required: 32/32

Major code: 04/401

CIP Code: 520301

## Description

This program is designed for students interested in an entry level position in the field of Accounting. The program will provide the business, accounting, and computer knowledge and skills required to perform duties as a bookkeeper or accounting clerk. Students may further enhance their employability options by completing an Associate in Applied Science in Accounting degree.

### General Education Requirements

None		
<u>Requirements – Min 32 credits *</u>		
		<u>Cr</u>
ACCT-101	Accounting Principles I	4
ACCT-102	Accounting Principles II	4
ACCT-105	Accounting with Computers	3
ACCT-110	Payroll Accounting	3
BUSN-160	Introduction to Business	3
CIS-101	Computer Concepts & Applications	4
OIS-150	Word Processing Applications	4
XXXX-xxx	Approved Electives **	7

### Suggested Sequences Per Semester

		<u>Cr / Ct</u>
<b>First Semester</b>		
ACCT-101	Accounting Principles I	4/4
BUSN-160	Introduction to Business	3/3
CIS-101	Computer Concepts & Applications	4/4
XXXX-xxx	Approved Electives **	4/4
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		<b>15/15</b>
<b>Second Semester</b>		
ACCT-102	Accounting Principles II	4/4
ACCT-105	Accounting with Computers	3/3
ACCT-110	Payroll Accounting	3/3
OIS-150	Word Processing Applications	4/4
XXXX-xxx	Approved Electives **	3/3
		<hr/>
		<b>17/17</b>

\* Keyboarding proficiency is necessary for the successful completion of this degree. Students may demonstrate keyboarding proficiency by successfully passing the keyboarding test available in the Student Computing Center. Students without prior keyboarding experience should enroll in OIS-090 Computer Keyboarding.

\*\* Choose 7 credits from any ACCT, BUSN, CIS, HMG, ECON, or OIS courses.  
- ACCT-100 will be accepted as an elective only if taken prior to successful completion of ACCT-101.

# Bay De Noc Community College

## Undergraduate certificate in Accounting

Program Length: 12 months

[Print](#)

### Students graduating on time

20% of Title IV students complete the program within 12 months [i](#)

### Program Costs\*

\$4,992 for in-state tuition and fees

\$9,184 for out-of-state tuition and fees

\$1,200 for books and supplies

[Other Costs](#)

[Visit website for more program cost information](#)

\*The amounts shown above include costs for the entire program, assuming normal time to completion.

Note that this information is subject to change.

### Students Borrowing Money

#### The typical graduate leaves with

N/A\* in debt [i](#)

\*Fewer than 10 students completed this program within normal time. This number has been withheld to preserve the confidentiality of the students.

#### The typical monthly loan payment

N/A\* per month in student loans with an interest rate of N/A\*. [i](#)

\*Fewer than 10 students completed this program within normal time. This number has been withheld to preserve the confidentiality of the students.

### Graduates who got jobs

N/A\* of program graduates got jobs

\*We are not currently required to calculate a job placement rate for program completers.

Program graduates are employed in the following fields: [Tax Preparers](#)

[Bookkeeping, Accounting, and Auditing Clerks](#)

[Payroll and Timekeeping Clerks](#)

[Brokerage Clerks](#)

[Statistical Assistants](#)

[Bioinformatics Technicians](#)

### Licensure Requirements [i](#)

The following do not have licensure requirements for this profession:

Michigan

### [Additional Information](#)

Date Created 2/27/2018

These disclosures are required by the U.S. Department of Education