

2023-24 ACADEMIC PROGRAMS

ACCOUNTING FOR BUSINESS (CTACCB)

Certificate

This certificate program prepares students for entry-level positions such as a bookkeeper or accounting clerk with accounting and tax services, CPA firms, and small businesses. They will provide accounting skills, computer skills, and office support. It also gives students credit that can be applied toward the associate degree in accounting.

This is a **high demand, high skill** program as defined by the [Michigan Community College Network](#).

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Program is also available online

Description

This program prepares students for entry-level positions with accounting and tax services, CPA firms, and small businesses where they will provide accounting skills, computer skills, and office support. It also gives students credit that can be applied toward the Associate's Degree in Accounting.

Course Requirements

Major/Area Requirements

Class	Title	Minimum Credits
ACC 100 or ACC 111	Accounting Practices for Business Principles of Accounting I*	3
ACC 110	Payroll Accounting	2
ACC 131	QuickBooks Software	3
BOS 184	Spreadsheet Software Applications I	3
CIS 110	Introduction to Computer Information Systems	3
Elective	MTH 125, MTH 160 or MTH 176	4
TAX 101	Income Taxes for Individuals	3
Total		21

Total Credits Required: 21

Footnotes

*Students earning an AAS degree in Accounting are required to complete ACC 111.

Accurate as of 03/24/2023 Information is subject to change without notice.