ACCOUNTING CLERK (CERTIFICATE OF COMPLETION)

Courses by Quarter

Courses by Quarter (Pathway Map)

Check with your advisor to determine where you will start. Advisors must approve changes to academic plan.

Pre-College Level

Code	Title	Credits
Transition Studies Courses		
Select one of the following courses:		1 - 7.5
ABE 062	Applied Math I	
ABE 063	Applied Math II	
ABE 064	Contextualized Math I	
Select one of the following courses:		1 - 10
ESOL 061	ESOL Level I (Beginning Literacy)	
ESOL 062	ESOL Level II (Low Beginning)	
ESOL 063	ESOL Level III (High Beginning)	
ESOL 064	ESOL Level IV (Low Intermediate)	
ESOL 065	ESOL Level V (High Intermediate)	
ESOL 066	ESOL Level VI (Advanced)	
ABE 053	ABE Language Arts III (Low Intermediate Language Arts)	
ABE 054	ABE Language Arts IV (High Intermediate Language Arts)	
ABE 055	ABE Language Arts V (Adult Secondary Level Language Arts)	
Pre-College Courses		
MATH 092	Mathematical Reasoning	5
or ABE 065	Contextualized Math II	
ENGL 090	Integrated Reading and Writing I	5
or ENGL 095	Integrated Reading and Writing II	
CCS 101	Pathways to Success	3

College Level

This degree is a total of 58 credits.

CCS 101 Pathways to Success is a required course for all students. Skip if already taken in Pre-College.

Advising Notes - TBD

*****Required** indicates that students must take one of the specific courses listed. Any substitution would require Advisor and Department approval.

*****Recommended** indicates that Pathway faculty recommend the courses listed, but other courses may fulfill the degree requirement. Students should consult with Advisor about additional course options.

- A cumulative GPA of 2.0 is required in order to earn a certificate or degree and a "C" or better is required in all ACCT courses. A "C' or better must also be earned in all prerequisite ACCT courses.

Pathway Notes

[1] ACCT& 201, First of two course series equal to Financial accounting for transfer
[2] Some students may place directly into MATH&146
[3] ACCT& 202, Second of two course series equal to Financial accounting for transfer
[4] ACCT& 203, Managerial accounting for transfer
F Course only offered in Fall quarter
W Course only offered in Winter quarter
Sp Course only offered in Spring quarter
Su Course only offered in Summer quarter

Code	Title	Credits
Quarter 1		
CCS 101	Pathways to Success	3
ACCT& 201	Principles of Accounting I [1]	5
ENGL 098	Transitional English Composition	5
or ENGL& 101	English Composition I	
BUS 104	Business Math [2]	5
or CMATH 146	Clippers Introduction to Statistics	
Quarter 2		
ACCT& 202	Principles of Accounting II [3]	5
ACCT 239	Payroll Accounting and Business Taxes F/Sp	5
BUS& 101	Introduction to Business	5
Quarter 3		
ACCT& 203	Principles of Accounting III [4/Sp/Su]	5
Select one of the following required courses (Human Relations/Diversity Distribution):		5
CMST& 210	Interpersonal Communication: Diversity	
CMST& 230	Small Group Communication: Diversity	
CMST& 240	Intercultural Communication: Diversity	
OFTEC 141	Microsoft Excel	5
Quarter 4		
ACCT 206	General Ledger Computerized Accounting W/Sp	5
OFTEC 260	Business Communication	5