

ACCOUNTING CLERK (CERTIFICATE OF COMPLETION)

Pathway Maps

South Puget Sound Community College has provided pathways and associated recommended courses for ease of student selection based upon a student's career interest. Please review the pathway maps for required and recommended courses.

Accounting Clerk Pathway Map
Certificate of Completion
59-71 Credits

Qtr. 1	Qtr. 2	Qtr. 3	Qtr. 4	Qtr. 5	Qtr. 6	Qtr. 7	Qtr. 8
Transition Studies	Choose One: MATH 092 (Scr) Mathematical Reasoning ABE 005 Contextualized Math II	Choose One (5-7 cr): (Computation) BUS 104 (Scr) Business Math OR CMATH 146 (7 cr) CUPPER'S Introduction to Probability and Statistics* Includes ability to complete: MATH 095 MATH 096 MATHB 146 *some students may place directly into MATHB 146	ACCT& 201 (Scr) Principles of Accounting I	ACCT 206 (Scr) General Ledger Computerized Accounting W/Sp	ACCT 239 (Scr) Payroll Accounting and Business Taxes F/Sp		
	ENGL 090 (Scr) Integrated Reading and Writing I ENGL 095 (Scr) Integrated Reading and Writing II	ENGL 098 (Scr) Transitional English Composition ENGL& 101 (Scr) English Composition I	Choose One (Scr): OFTEC 141 (Scr) Excel OFTEC 136 (Scr) Microsoft Word I	Choose One (Scr): OFTEC 141 (Scr) Excel OFTEC 136 (Scr) Microsoft Word I	(Additional Communication) OFTEC 260 (Scr) Business Communication	Choose One (Scr): (Human Relations / Diversity) CMST& 210 (Scr) Interpersonal Communication: Diversity CMST& 230 (Scr) Small Group Communication: Diversity	

	CCS 101 (Scr) Pathways to Success	Choose One: OFTEC 108 (Scr) Introduction to Microsoft Office OFTEC 100 (Scr) Introduction to Computer Concepts & Applications	BUS& 101 (Scr) Introduction to Business	ACCT& 202 (Scr) Principles of Accounting II	ACCT& 203 (Scr) Principles of Accounting III F/Sp		
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