

Palomar College Catalog 2009-2010

Accounting (ACCT)

See also Business

Contact the Business Administration Department for further information.

(760) 744-1150, ext. 2488

Office: B-18

Associate in Arts Degrees -

AA Degree requirements are listed in Section 6 (green pages).

- Accounting

Certificates of Achievement -

Certificate of Achievement requirements are listed in Section 6 (green pages).

- Accounting

Certificates of Proficiency -

Certificate of Proficiency requirements are listed in Section 6 (green pages).

- Bookkeeping/Accounting Clerk

PROGRAMS OF STUDY

Accounting

Equips students with the skills necessary for employment as a full charge bookkeeper or an accounting technician.

A.A. DEGREE MAJOR OR CERTIFICATE OF ACHIEVEMENT

Program Requirements	Units
ACCT 103 Financial Accounting	4
ACCT 104 Accounting Spreadsheet Lab	1
ACCT 105 and Income Tax	3
ACCT 106 or State Income	1
ACCT 107 Taxation of Business Entities	4
ACCT 108 Managerial Accounting	4
ACCT 110 QuickBooks	2
ACCT 115 Sales/Payroll Tax/and Employee Benefits	2
ACCT 120 Financial Statement Analysis	3
BUS 110 Business Mathematics	3
BUS 115 Business Law	3
BUS 125 or Business English	
BUS 205 Business Writing	3
CSIT 105 or Computer Concepts and Applications	
CSIT 120/ R CSIS 120 Computer Applications	3
TOTAL UNITS	32

Recommended Electives: *BUS 100, 116, 140; OIS 101, 115; CE 100*

Bookkeeping/Accounting Clerk

Provides a program to prepare the student for an entry-level

Bookkeeping/Accounting Clerk position.

CERTIFICATE OF PROFICIENCY

Program Requirements	Units
ACCT 103 and Financial Accounting	4
ACCT 104 or Accounting Spreadsheet Lab	1
BUS 105 and Bookkeeping Fundamentals	4
BUS 105L Bookkeeping Electronic Spreadsheet Lab	.5
ACCT 110 QuickBooks	2
ACCT 115 Sales Tax, Payroll Taxes, and Employee Benefits	2
TOTAL UNITS	8.5 - 9