

**Business Administration
Accounting Technician Certificate
C25120CA**



Name:	
SID:	
Address	
City/ST/ZIP:	
Phone:	
E-mail:	

Placement Test Scores: R: W: N: EA: IA:

Developmental English (As Needed)				
Course	Course Title	Credit	Taken	Grade
DRE-096	Reading & Language Essntls & Lab			
DRE-097	Reading & Writing Foundns. & Lab			
DRE-098	Reading and Comp Strategies & Lab			

Developmental Math (As Needed)				
Course	Course Title	Credit	Taken	Grade
DMA-010	Operations with Integers			
DMA-020	Fractions and Decimals			
DMA-030	Propor./Ratio/rates/Percents			
DMA-040	Exp. Linear Equations/Ineq.			
DMA-050	Graphs/Equations of Lines			

Spring I

Course	Course Title	Prerequisites	Corequisites	Credit	Class	Lab	Shp/Cli.	Sem Taken	Grade
ACC-120	Principles of Financial Acct	DRE 098, DMA 010, DMA 020, AND DMA 030	NONE	4	3	2	0		
BUS-137	Principles of Management	DRE 098	NONE	3	3	0	0		
Semester Totals:				7	6	2	0		

Fall II

Course	Course Title	Prerequisites	Corequisites	Credit	Class	Lab	Shp/Cli.	Sem Taken	Grade
ACC-121	Principles of Managerial Acct.	ACC 120	NONE	4	3	2	0		
BUS-115	Business Law I	DRE 098	NONE	3	3	0	0		
Semester Totals:				7	6	2	0		

Spring II

Course	Course Title	Prerequisites	Corequisites	Credit	Class	Lab	Shp/Cli.	Sem Taken	Grade
CTS-130	Spreadsheet	CIS 110, CIS 111, OR OST 137	NONE	3	2	2	0		
Semester Totals:				3	2	2	0		
Total Credit Hours				17					