

 <b>Stark State</b> COLLEGE  	<b>ONE-YEAR CERTIFICATE</b> <b>ENROLLED AGENT</b>  <i>The catalog in force is assigned to students based on the academic year they first applied to the college, and changes only when students change their major or request the change in writing. Refer to Policy No. 3357:15-13-28.</i>	<b>2021-22 Catalog</b> Effective Summer 2021
	<b>2005</b>	

*Business and Information Technology Division*

*Accounting and Finance Department*

<b>TECHNICAL Course Number</b>	<b>Course Title</b>	<b>Credits</b>	<b>Pre- and Co-Requisites</b>	<b>Completed Sem./Year</b>
ACC131	Taxation I	4	pre-co-ACC132	
ACC132	Financial Accounting*	4	BUS124	
ACC227	Payroll Accounting	4	pre-co-ACC121 <b>or</b> pre-co-ACC132	
ACC231	Taxation II	3	ACC131	
<b>Total</b>		<b>15</b>		
<b>NON-TECH Course Number</b>	<b>Course Title</b>	<b>Credits</b>	<b>Pre- and Co-Requisites</b>	<b>Completed Sem./Year</b>
SSC101	Student Success Seminar^^	1	<i>Take first semester</i>	
ACC130	Business Law and Ethics	3		
AOT226	Spreadsheet - Microsoft Excel^	3	ITD100 <b>or</b> Proficiency	
BUS124	Business Analysis with Algebra^	3	(MTH022 <b>or</b> proficiency) <b>and</b> (IDS102 <b>or</b> proficiency)	
COM121	Effective Speaking	3		
ENG124	College Composition^	3	Co-ENG024 <b>or</b> Co-ENG011 <b>or</b> Proficiency	
<b>Total</b>		<b>16</b>		
<b>TOTAL CREDIT HOURS</b>		<b>31</b>		

^Based upon SSC placement score.

^^To promote student success, this course should be taken in the first semester.

\*Students may elect to take ACC121 Principles of Accounting as an introduction to accounting prior to taking this course.

▲ Course offerings vary by semester. Please see your academic advisor for availability.

***To become an Enrolled Agent, students must pass an exam administered by the Internal Revenue Service.***

FULL-TIME STUDENT ADVISING NOTES

Academic Advising

Students should make an appointment to see their advisor before registering for classes each semester. They should have prepared a completed registration form, including courses they wish to take, prior to this meeting.

Course Sequence

The semester-by-semester listing below provides the normal scheduling option for students seeking a one-year certificate.

<u>First Semester</u>		<u>Credit Hours</u>	<u>Pre- and Co-requisites</u>
SSC101	Student Success Seminar^^	1	<i>Take first semester</i>
BUS124	Business Analysis with Algebra^	3	(MTH022 <b>or</b> proficiency) <b>and</b> (IDS102 <b>or</b> proficiency)
ACC130	Business Law and Ethics	3	
ENG124	College Composition^	<u>3</u>	Co-ENG024 <b>or</b> Co-ENG011 <b>or</b> Proficiency
		<b>10</b>	
 <u>Second Semester</u>			
ACC132	Financial Accounting*	4	BUS124
ACC131	Taxation I	4	pre-co-ACC132
AOT226	Spreadsheet - Microsoft Excel^	<u>3</u>	ITD100 <b>or</b> Proficiency
		<b>11</b>	
 <u>Third Semester</u>			
ACC231	Taxation II	3	ACC131
COM121	Effective Speaking	3	
ACC227	Payroll Accounting	<u>4</u>	pre-co-ACC121 <b>or</b> pre-co-ACC132
		<b>10</b>	
	<b>TOTAL CREDITS</b>	<b>31</b>	

^Based upon SSC placement score

^^To promote student success, this course should be taken in the first semester

\*Students may elect to take ACC121 Principles of Accounting as an introduction to accounting prior to taking this course.

▲ Course offerings vary by semester. Please see your academic advisor for availability.

***To become an Enrolled Agent, students must pass an exam administered by the Internal Revenue Service.***