

 <b>Stark State</b> COLLEGE   MY ACADEMIC PLAN	<b>ONE-YEAR CERTIFICATE</b>  <b>COMPUTER-INTEGRATED ACCOUNTING</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>2023-24 Catalog</b> Effective Summer 2023
	<b>2012</b>	

*Business, Engineering, and Information Technologies 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>
ACC132	Financial Accounting*	4	pre-co-BUS124	
ACC133	Managerial Accounting	4	ACC132	
ACC227	Payroll Accounting	4	pre-co-ACC121 <b>or</b> pre-co-ACC132	
ACC229	Computerized Accounting Applications	3	pre-(ACC121 <b>or</b> ACC132) <b>and</b> pre-co-(AOT226 <b>or</b> ITD122)	
AOT226	Spreadsheet – Microsoft Excel^	3	ITD100 <b>or</b> Proficiency	
<b>Total</b>		<b>18</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		
BUS124	Business Analysis with Algebra^	3	(MTH022 <b>or</b> MTH023 <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	
ITD102	Computer Applications – Word^	1	ITD100 <b>or</b> Proficiency	
ITD104	Computer Applications – PowerPoint^	1	ITD100 <b>or</b> Proficiency	
ITD106	Computer Applications – Access^	1	ITD100 <b>or</b> Proficiency	
<b>Total</b>		<b>16</b>		
<b>TOTAL CREDIT HOURS</b>		<b>34</b>		

^Based upon SSC placement score

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

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

***Students completing this certificate may be eligible to also receive a QuickBooks/Payroll Career Enhancement Certificate (2018). The classes in this certificate also apply toward the completion of an Accounting Degree – Computer Information Major (2008).***

## PART-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 who plan to finish in four semesters.

<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 or MTH023 or proficiency) and (IDS102 or proficiency)
AOT226	Spreadsheet – Microsoft Excel^	<u>3</u>	ITD100 or proficiency
		<b>7</b>	
<u>Second Semester</u>			
ACC132	Financial Accounting*	4	pre-co-BUS124
ACC130	Business Law and Ethics	3	
ENG124	College Composition^	<u>3</u>	Co-ENG024 or Co-ENG011 or Proficiency
		<b>10</b>	
<u>Third Semester</u>			
ACC133	Managerial Accounting	4	ACC132
ACC227	Payroll Accounting	<u>4</u>	pre-co-ACC121 or pre-co-ACC132
		<b>8</b>	
<u>Fourth Semester</u>			
ITD102	Computer Applications – Word^	1	ITD100 or proficiency
ITD104	Computer Applications – PowerPoint^	1	ITD100 or proficiency
ITD106	Computer Applications – Access^	1	ITD100 or proficiency
ACC229	Computerized Accounting Applications	3	pre-(ACC121 or ACC132) and pre-co-(AOT226 or ITD122)
COM121	Effective Speaking	<u>3</u>	
		<b>9</b>	
	<b>TOTAL CREDITS</b>	<b>34</b>	

^Based upon SSC placement score

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

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