



CURRICULUM GUIDE 2020-2021

ACCOUNTING

Certificate of Achievement in Accounting

The goal and objective of this program is to prepare students for entry-level accounting positions in business, industry, or government. There is a large and growing need for this skill-set in the community. Graduates often start as a beginning level accountant in a small business or enter a specialty field in industry. Such opportunities include working in payroll, accounts receivable/payable, and general ledger. The qualified individual often advances rapidly to a professional accounting position, particularly in small business.

Requirements for Certificate of Achievement

- a) Complete Major Field courses.
- b) Complete at least six units at Ohlone College.
- c) Maintain a 2.0 grade point average in Major Field courses.

Student Learning Outcomes

1. Apply knowledge of the activities of business and government and of the environments in which they operate.
2. Demonstrate knowledge of financial accounting, including content, concepts, and structure of the various statements, both for internal and external use.
3. Understand the process of identifying, gathering, measuring, summarizing, and analyzing financial data in business organizations, including the use of computer based information.

MAJOR FIELD

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|---------|--|----------|
| BA-101A | Financial Accounting | 5 |
| BA-101B | Managerial Accounting | 5 |
| BA-102A | Principles of Economics-Macroeconomics | 3 |
| BA-102B | Principles of Economics-Microeconomics | 3 |
| BA-125 | Introduction to Business | <u>3</u> |
| | Total Required Units: | 19 |