

**ACCOUNTING/BOOKKEEPER (CERTIFICATE) (C25100B)  
COURSE REQUIREMENTS**

			<b>Work Exp/</b>	
	<b>Class</b>	<b>Lab</b>	<b>Clinical</b>	<b>Credit</b>
ACC 120 Principles of Financial Accounting	3	2	0	4
ACC 122 Principles of Financial Accounting II	3	0	0	3
ACC 150 Accounting Software Applications	1	2	0	2
CIS 110 Introduction to Computers	2	2	0	3
MAT 140 Survey of Mathematics	3	0	0	3
OST 122 Office Computations	<u>1</u>	<u>2</u>	<u>0</u>	<u>2</u>
	13	8	0	17
<b>Total Credit Hours</b>				<b>17</b>

*Approved by RCC Curriculum Committee 10/26/11  
Effective Fall 2011*

**ACCOUNTING (CERTIFICATE) (C25100A)  
COURSE REQUIREMENTS**

			<b>Work Exp/</b>	
	<b>Class</b>	<b>Lab</b>	<b>Clinical</b>	<b>Credit</b>
ACC 120 Principles of Financial Accounting	3	2	0	4
ACC 121 Principles of Managerial Accounting	3	2	0	4
CIS 110 Introduction to Computers	2	2	0	3
ECO 251 Principles of Microeconomics	3	0	0	3
MAT 140 Survey of Mathematics	<u>3</u>	<u>0</u>	<u>0</u>	<u>3</u>
	14	6	0	17
<b>Total Credit Hours</b>				<b>17</b>

*Approved by RCC Curriculum Committee 12/8/11  
Effective Spring 2012*