

Academic Certificate

Accounting

Curriculum Code: ACCT.AC

Program Information

This program is designed to prepare students for entry-level bookkeeping and accounting positions. Accounting is one of the most rapidly expanding fields in today's economy. Since it is service oriented, it involves working with people almost as much as with financial records. As an accountant, you will not only collect and report financial data, but also serve as the link between the data and the people who use it.

When You Graduate

This program is most appealing for students seeking to acquire the necessary skills that can be immediately applicable in the work place.

Credits will transfer into Cumberland's Accounting associate degree program as well as preparation for the CPA exam for students possessing four-year degrees.

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Accounting, AC

Program Requirements (30 credits) Credits

Year 1, Fall Semester

<input type="checkbox"/> AC 103 Principles of Accounting I	4
<input type="checkbox"/> BU 115 Introduction to Business	3
<input type="checkbox"/> EN 101 English Composition I	3
<input type="checkbox"/> CS 101 Introduction to Microcomputers or CS 102 Applications on the Microcomputer	3
<input type="checkbox"/> Freshman Seminar	<u>1</u>
	14

Year 1, Spring Semester

<input type="checkbox"/> AC 104 Principles of Accounting II	4
<input type="checkbox"/> BU 106 Introduction to Management	3
<input type="checkbox"/> BU 109 Business Law	3
<input type="checkbox"/> General Education Social Science Elective	3
<input type="checkbox"/> General Education Diversity Elective	<u>3</u>
	16

Total Credits 30

Upon completion of this program, students should be able to:

- Prepare financial statements according to generally accepted accounting principles, prepare journal entries and complete the account cycle using computerized general ledger software
- Effectively communicate with use of financial information orally and in writing
- Locate, retrieve and critically evaluate information and information sources.

Gainful Employment Link

www.ccnj.edu/gainfulemployment

Employment Opportunities

Entry-level accountant; book keeper

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