

ACCOUNTING CERTIFICATE PROGRAMS

Accountant Certificate

This program meets a substantial portion of the 45-unit requirement to take the California CPA exam. It is intended primarily for students possessing a bachelor's degree or foreign university equivalent. In addition, completion of this certificate is helpful in securing entry-level accounting positions in business and industry. CPA EXAM AND LICENSURE: Please contact the California State Board of Accountancy

ACCT 1A	Financial Accounting	4 units
ACCT 1B	Managerial Accounting	4 units
or		
ACCT 203	Cost Accounting	3 units
ACCT 202A	Intermediate Accounting I	3 units
ACCT 202B	Intermediate Accounting II	3 units
ACCT 216	Individual Income Tax	4 units
ACCT 217	Partnership and Corporate Tax	3 units
ACCT 275	Auditing	3 units
BUS 12	Business Law	
or		3 units
BUS 14	Legal Environment of Business	

Computerized Accounting Specialist Certificate

This program provides students who plan to enter the accounting field with knowledge of accounting principles and practices to record transaction for various type of businesses using a double-entry accounting system, as well as the latest commercial software, and the ability to analyze financial statements.

ACCT 1A	Financial Accounting	4 units
ACCT 1B	Managerial Accounting	4 units
ACCT 216	Individual Income Tax	4 units
CIM 216	Spreadsheets: Excel	3 units
CIM 223B	Computerized Accounting: Quickbooks -Advanced	1.5 units
	Select from Restricted Electives	3 units

(Acct.120 or Acct.202A or Acct.217 or Acct. 275)

Tax Preparation Certificate

This program provides students with sufficient knowledge of Federal and State of California tax law to prepare individual and small business tax returns and to obtain an entry-level position as a tax preparer.

ACCT 1A	Financial Accounting	4 units
ACCT 216	Individual Income Tax	4 units
ACCT 217	Partnership and Corporate Taxation	3 units
BUS 12	Business Law	
or		3 units
BUS 14	Legal Environment of Business	
CIM 216	Spreadsheets: Excel	3 units
CIM 223A	Computerized Accounting Quickbooks - Beginning	
or		1.5 units
CIM 223B	Computerized Accounting Quickbooks - Advanced	