



This program roadmap represents one possible pathway to complete the program. **Please see a counselor** to create an education plan that is customized to meet your needs. This roadmap is not a guarantee of course availability or financial aid applicability.

Catalog: 2024-25

Total Units: 39

## First Year

### Semester 1

9 Units

CAT.	COURSE	TITLE	UNIT
Req	ACCT 301	Financial Accounting	4
RE	ECON 302 <sup>1</sup>	Principles of Macroeconomics	3
RC	CISA 315 <sup>2</sup>	Introduction to Electronic Spreadsheets	2

<sup>1</sup> or BUS 110<sup>2</sup> CISA 315 is not part of the certificate, but it is a prerequisite for CISA 316

### Semester 2

11 Units

CAT.	COURSE	TITLE	UNIT
Req	ACCT 103	Intermediate Accounting - Part I	4
Req	ACCT 311	Managerial Accounting	4
RE	ACCT 341	Computerized Accounting	3

## CAREER PATH

### Career Options:

This certificate prepares students for entry-level clerical and technical positions in various accounting careers.

### Advising Notes:

- Students should customize the restricted elective (RE) courses to meet their individual career goals. See the catalog for all of the options.

### Scheduling Notes:

- CISA 315 and 316 are offered in an 8-week format.

## Second Year

### Semester 3

10 Units

CAT.	COURSE	TITLE	UNIT
Req	ACCT 104	Intermediate Accounting - Part II	4
Req	ACCT 111	Cost Accounting	3
Req	ACCT 361	Ethics, Fraud, and Legal Issues for Accountants	3

### Semester 4

9 Units

CAT.	COURSE	TITLE	UNIT
Req	ACCT 107	Auditing	3
RE	ACCT 123	Federal and California Individual Income Taxation	4
RE	CISA 316	Intermediate Electronic Spreadsheets	2

### EXPLANATION OF CATEGORIES

Req	Required Core	A course that is required for this program
RE	Restricted Elective	A course selected from a list of elective courses specified for this program in the course list in the catalog, which can be replaced with another course from the same list
RC	Recommended Course	A course that is not part of this program but is included in its roadmap

