

Business Management & Entrepreneurship Accounting

Program

Business

Degree Type

Certificate (CER)

Note: Classes may be taken in any semester if prerequisites are met.

First Term

Item #	Title	Credits
BUS 100	INTRODUCTION TO BUSINESS	3
CIS 146	MICROCOMPUTER APPLICATIONS	3
ENG 101	ENGLISH COMPOSITION I	3
	MTH 100 or Higher-Level Math	3
OAD 218	OFFICE PROCEDURES	3

Second Term

Item #	Title	Credits
BUS 241	PRINCIPLES OF ACCOUNTING I	3
BUS 275	PRINCIPLES OF MANAGEMENT	3
CIS 113	SPREADSHEET SOFTWARE APPLICATIONS	3
OAD 131	BUSINESS ENGLISH	3

Third Term

Item #	Title	Credits
BUS 215	BUSINESS COMMUNICATION	3
BUS 242	PRINCIPLES OF ACCOUNTING II	3
BUS 245	ACCOUNTING WITH QUICKBOOKS	3
BUS 263	LEGAL AND SOCIAL ENVIRONMENT OF BUSINESS	3
CIS 117	DATABASE MANAGEMENT SOFTWARE APPLICATIONS	3
	Total Credits	42