

DURHAM TECHNICAL COMMUNITY COLLEGE PLAN OF STUDY

New Fall 2018
2 Semesters

ACCOUNTING AND FINANCE
Bookkeeper Entrepreneur
Certificate (C25800B)

Catalog/Academic Year 2019-2020

Key to symbols after some courses:

* Developmental courses (ENG 002 and/or MAT 003) may be required based on college placement and course requisites.

FALL SEMESTER 2019

Course	Hours Class	Hours Lab	Hours Clinical	Hours Credit	Program Remarks	Notes
ACC 120 Principles of Financial Accounting*	3	2	0	4		
CIS 110 Introduction to Computers	2	2	0	3		

SPRING SEMESTER 2020

Course	Hours Class	Hours Lab	Hours Clinical	Hours Credit	Program Remarks	Notes
ACC 131 Federal Income Taxes*	2	2	0	3		
ACC 149 Intro to Accounting Spreadsheets	1	3	0	2		
ACC 150 Accounting Software Applications	1	3	0	2		

MINIMUM SEMESTER HOURS REQUIRED FOR CERTIFICATE 14

V.A. Students: An approval signature from the V.A. Office is required before registering. Some courses may not be certifiable.

For additional information about requirements and graduation, please refer to the [Curriculum Program Completion and Graduation](#) policy. Program-specific criteria may be found on the respective [Programs](#) page. For questions about this program, consult the Program Director or an advisor for assistance.