



ACCOUNTING DEGREE

(98 Quarter Credits)

2018-2019

Course Number	Course Title	Prerequisites	Credits
Summer Term			
<input type="checkbox"/> BA 104	Applied Business Math	WR 115, RD 115, MTH 20 or test	4
<input type="checkbox"/> BA 111	Introduction to Accounting ¹	WR 115, RD 115, MTH 20 or test	3
<input type="checkbox"/> MTH 65	Beginning Algebra II	MTH 60 or test	4
Fall Term			
<input type="checkbox"/> BA 101	Introduction to Business	WR 115, RD 115, MTH 20 or test	4
<input type="checkbox"/> BA 131	Introduction to Business Technology	WR 115, RD 115, MTH 20 or test	4
<input type="checkbox"/> BA 211	Principles of Accounting I	WR 115, RD 115, MTH 20 or test. Rec: MTH 60, BA 111	3
<input type="checkbox"/> CAS 121 or CAS 122	Beginning Keyboarding or Keyboarding for Speed and Accuracy	Rec: Place into RD 90, WR 90; CAS 103W	3
<input type="checkbox"/> OS 131	10-Key for Business	MTH 20 or test	1
Winter Term			
<input type="checkbox"/> BA 212	Principles of Accounting II	BA 211	3
<input type="checkbox"/> BA 285	Human Relations in Organizations	WR 115, RD 115, MTH 20 or test. Rec: Pre/co WR 121, BA 101	3
<input type="checkbox"/> CAS 216 or CAS 217	Beginning Word or Intermediate Word	Rec: place into RD 115, WR 115; CAS 103W or CAS 104; keyboarding 25wpm or CAS 122	3
<input type="checkbox"/> CAS 170 or CAS 270	Beginning Spreadsheets using Excel or Intermediate Spreadsheets using Excel	Rec: Place into RD 115, WR 115, MTH 20.	3
<input type="checkbox"/> WR 121	English Composition	WR 115 and RD 115	4
Spring Term			
<input type="checkbox"/> BA 177	Payroll Accounting	BA 111 or BA 211; Rec: BA 104	3
<input type="checkbox"/> BA 205	Business Communication	WR 115, RD 115, MTH 20 or test. Rec: WR 121; BA 131 or CAS 133; BA 101	4
<input type="checkbox"/> BA 226	Business Law I	WR 115, RD 115, MTH 20 or test	4
<input type="checkbox"/>	General Education Elective	MTH 20 or test; WR 121 pre/co	4
Fall Term			
<input type="checkbox"/> BA 208	Business Ethics	MTH 20 or test; WR 115 pre/co	4
<input type="checkbox"/> BA 224	Intro. to Human Resource Management	WR 115, RD 115, MTH 20 or test	3
<input type="checkbox"/>	Accounting Degree Elective	varied	3
<input type="checkbox"/>	General Education Elective	MTH 20 or test; WR 121 pre/co	4
Winter Term			
<input type="checkbox"/> BA 206	Management Fundamentals	WR 115, RD 115, MTH 20 or test; Rec: BA 101; BA 131 or CAS 133; WR 121.	3
<input type="checkbox"/> BA 222	Financial Management	WR 121; MTH 65 or test; BA 101, BA 104, BA 212,	3
<input type="checkbox"/> BA 228	Computer Accounting Applications	BA 101, BA 104, BA 131 or CAS 133, BA 211. Pre/co: BA 212	3
<input type="checkbox"/> BA 256	Income Tax	none	3
<input type="checkbox"/> EC 201	Principles of Economics: Micro ²	MTH 20 or test; WR 121 pre/co. Rec: MTH 60	4

Spring Term			
<input type="checkbox"/> BA 213	Managerial Accounting	BA 211	4
<input type="checkbox"/> BA 242	Fundamentals of Investments	WR 115, RD 115, MTH 20 or test	3
<input type="checkbox"/> BA 280A	CE: Business Experience	12 BA credits, instructor permission; Pre/co BA 280B	3
<input type="checkbox"/> BA 280B	CE: Business Experience Seminar	Instructor permission; Coreq: BA 280A	1
<input type="checkbox"/> EC 202	Principles of Economics: Macro ²	MTH 20 or test; WR 121 pre/co. Rec: MTH 60, EC 201	4
¹ Students who have completed high school bookkeeping or have had work experience with full-cycle bookkeeping responsibilities should substitute an Accounting Degree elective and start the accounting series with BA 211 in the 2 nd term. ² May be used as a general education elective.			
Total Quarter Credits			98

Accounting Degree Electives – 3 credits required			
Course #	Course Title	Prerequisites	Credits
BA 203	Introduction to International Business	WR 115, RD 115, MTH 20 or test	3
BA 207	Introduction to E-Commerce	WR 115, RD 115, MTH 20 or test	4
BA 215	Basic Cost Accounting	WR 115, RD 115, MTH 20 or test; BA 211	3
BA 223	Principles of Marketing	WR 115, RD 115, MTH 20 or test; Rec: BA 101	4
BA 233	Integrated Marketing Communications	BA 223	3
BA 250	Small Business Management	WR 121, BA 101, BA 104, BA 211; Rec: BA 212	3
CAS 122	Keyboarding for Speed and Accuracy	CAS 121; place into RD 90, WR 90; Rec CAS 103W, keying 24 wpm by touch	3
CAS 123	Production Keyboarding	CAS 216 or instructor permission; Rec: OS 220, CAS 122 and keying 40 wpm by touch	3
CAS 140	Beginning Databases	Rec: place into RD 115, WR 115 or higher	4
OS 240	Filing and Records Management	Rec: RD 115, WR 115; CAS 133 or CAS 140	4

General Education Requirements:

Students must earn a minimum of 16 credits of General Education taken from the list of approved courses. They must include at least one course with a minimum of 3 credits from each of the following categories. Economics courses meet 8 Social Science credits for the AAS: Accounting.

- **Arts and Letters:** Art*, Communication, English Literature, Language, Music*, Philosophy, Theater*, Writing*, Women's Studies
- **Social Sciences:** Anthropology, Economics, History, Political Science, Psychology, Sociology, Women's Studies
- **Science and Math:** Biology, Chemistry, Environmental Science, General Science, Geology, Math*

*See list of General Education Electives in 2018-19 Catalog, as not all courses within discipline will meet requirement.

Comprehensive Degree Requirements & Limitations:

- All candidates must earn a minimum of 90 credits which count toward an associate degree.
- Credit courses numbered below 100 cannot be used to fulfill the 90 credit minimum requirement for any degrees.
- All candidates for a degree must have at least a 2.0 minimum cumulative grade point average ("C" average).
- All degree candidates must accumulate at least 30 credits of satisfactory work at CGCC to establish residency. Nontraditional credit, credit transferred from another institution or challenge credit may not be used to establish residency. 24 of the credits earned at CGCC must apply to the specific associate degree requirements the student is pursuing.
- Transfer credits accepted for letter grade C- or better. Transfer grades of "pass" accepted if no letter grade required
- A maximum of 3 credits of physical education (PE) courses may be used as electives.
- Credit courses with passing grades may only be applied once in meeting a degree or certificate requirement (unless approved to be repeated). In addition, repeated courses are only counted once in accumulated hour and point totals.
- No more than 12 credits of Cooperative Education courses may be used.
- No more than 9 credits of experimental courses can be used (course numbers 199-199Z and 299-299Z).
- A maximum of 24 credits of "P" (pass) grades will apply to degree.
- No Management/Supervisory Development workshops will apply.

This form is intended for advising purposes only. See your declared catalog for a complete list of degree requirements.