

Academic Pathways Map

Bookkeeping Part Time

C.A.S

Business and Accounting

Start Here

SEMESTER 1		CREDITS	MILESTONE	✓
ACTG101	Accounting Procedures I	3		
BGEN105	Introduction to Business	3		
COLS101	First Year Seminar	3		

TOTAL CREDITS 9

SEMESTER 2		CREDITS	MILESTONE	✓
ACTG102	Accounting Procedures II	3		
Choose 1 of 4	M105, M115, M121, STAT216	3		
CAPP156	MS Excel	3		

TOTAL CREDITS 9

SEMESTER 3		CREDITS	MILESTONE	✓
ACTG205	Computerized Accounting	3		
Choose 1 of 2	WRIT101, WRIT122	3		

TOTAL CREDITS 6

SEMESTER 4		CREDITS	MILESTONE	✓
Choose 1 of 4	BMGT215, BMGT263, BMKT225, MART145	3		
Choose 1 of 2	COMX111, COMX115	3		

TOTAL CREDITS 6

You are finished!

Pathway Advising Notes: The Bookkeeping CAS is a certificate that can be completed in one year. If students are part-time they should look at course options available in the summer to shorten the number of semesters, as many of the courses are offered every summer. This CAS is fully stackable into the Accounting AAS. This course sequence is important for the ACCT and CAPP sequential courses.

Course Advising Notes: WRIT101 or WRIT122: WRIT 122 recommended, but WRIT 122 or WRIT 101 will work for this certificate.

1 of BMGT215, BMGT263, BMKT225, MART145: Students can choose the preferred course option based on the semester taking the course.

COMX111 or COMX115: COMX 115 recommended for this certificate.