

Associates of Applied Science
Bookkeeping/Accounting

Catalog Year: 2026-2027

Year 1		REQ	COMP	NEED	Year 2		REQ	COMP	NEED
Semester 1				Semester 2					
ENGL 101	College Writing	3			ACCPT 102	Basic Accounting II	3		
MATH	Math Gen Ed	3			ACCPT 105	Applied Payroll/AR/AP	3		
ACCPT 101	Basic Accounting I	3			ACCPT 214	Computerized Accounting	3		
BUS 221	Introduction to Computers/Info Systems	3			ACCPT or AC	Elective	3		
BUS 101	Intro to Business	3			COMM	Communications GEN ED	3		
Total Credits		15			Total Credits		15		
Semester 3				Semester 4					
AC 231	Principles of Accounting I	3			AC 232	Principles of Accounting II	3		
ACCPT 275 or MGTP 275	Small Business Formation Fundamentals	3			CORE	Additional Gen Ed course - any category	3		
HRPT 185	Human Relations/Organizations	3			ACCPT 260	Accounting Information Systems	3		
AC 345	Fraud Examination	3			ACCPT 299	Capstone: Certified Bookkeeper Prep Course	3		
ACCPT 280	Basic Internal Audit Support	3			ACCPT 294	Internship: Bookkeeping	3		
Total Credits		15			Total Credits		15		
Total Credit Requirement:					60				

NOTES:

