

STAFF ACCOUNTANT, CERTIFICATE OF ACHIEVEMENT

Banner code: 2_CN_ACCT

Control number: 19381

Financial aid: Eligible

This program is designed for students seeking jobs in bookkeeping and accounting. The curriculum prepares students for an occupation in accounting and/or supplements the currently employed accountant with additional skills. All courses in this program satisfy semester unit requirements necessary to qualify to sit for the Uniform Certified Public Accountant (CPA) Examination. Students interested in becoming a CPA will find this program particularly useful.

Program Level Learning Outcomes

Upon completion of this program, students will be able to:

1. Process and apply accounting transaction analysis into an accounting system.
2. Prepare the four basic financial statements.
3. Analyze results of financial information via ratios, relationships, and variance analysis to aid management decision making.
4. Utilize federal income taxation concepts to compile individual tax returns and forms.

Certificate of Achievement Requirements

This certificate goes through the State approval process and requires a minimum of 12 units of coursework in a particular academic or occupational area. The certificate programs normally include only those courses which have a direct bearing upon specialized occupational competency since the objective of earning the career certificate is immediate employment in a specialized area. Upon successful completion of the program and completing the application, the student will receive the certificate and be recognized at the graduation ceremony. In order to earn a Certificate of Achievement all courses that apply to the certificate must be completed with a minimum grade of "C" in each course unless otherwise stated. A minimum of 12 units in residence at GWC is required, and 50 percent of the certificate program must be completed at GWC.

Course	Title	Units
Required Courses		
ACCT G101	Financial Accounting	4
ACCT G102	Managerial Accounting	4
ACCT G130 or ACCT G235	Computerized Accounting Quickbooks Pro for Accountants	3
ACCT G111	Individual Income Taxation	3
Elective Courses		
<i>Select two of the following:</i>		6-8
ACCT G110	Payroll Accounting And Taxation	3
ACCT G113	Business Income Taxation	3
ACCT G210	Cost Accounting	3
ACCT G211	Intermediate Accounting 1	4

Course	Title	Units
ACCT G212	Intermediate Accounting 2	4
ACCT G215	Sarbanes-Oxley Act and Internal Control Compliance	3
ACCT G220 or CJ G220	Forensic Accounting, Introduction Forensic Accounting, Introduction	3
Total Units		20-22

Recommended Program Sequence

These sequences are general maps for students to finish all requirements for the Certificate. There may be advisories or time requirements that students may want to consider before following these maps. **Students are advised to meet with a GWC Counselor for alternate sequencing.**

Year 1:

Course	Title	Units
Semester 1		
ACCT G101	Financial Accounting	4
ACCT G111	Individual Income Taxation	3
ACCT G130 or ACCT G235	Computerized Accounting Quickbooks Pro for Accountants	3
<i>Units</i>		<i>10</i>

Course	Title	Units
Semester 2		
ACCT G102	Managerial Accounting	4
<i>Select two of the following:</i>		<i>6-8</i>
ACCT G110	Payroll Accounting And Taxation	3
ACCT G113	Business Income Taxation	3
ACCT G210	Cost Accounting	3
ACCT G211	Intermediate Accounting 1	4
ACCT G212	Intermediate Accounting 2	4
ACCT G215	Sarbanes-Oxley Act and Internal Control Compliance	3
ACCT/CJ G220	Forensic Accounting, Introduction	3
<i>Units</i>		<i>10-12</i>