

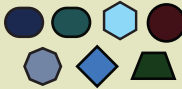
# Basic Tax Certificate

18 CREDITS

**Description:** This flowchart is designed to review certificates embedded in degrees, and to quickly identify course prerequisites to assist in planning which courses should be taken first. The red arrows → indicate when a class is a prerequisite for another class.

**Instructions:** This flowchart uses a bottom-up approach. Begin on Line 1 at the bottom of the chart. The General Education requirements are grouped together on the right of the chart, and the program requirements are to the left of the General Educations requirements. The courses can be taken in any order, but it is recommended that you take all of the courses on line 1, then all of the courses on line 2, and so forth if you know your goal is to achieve the Associates degree. You could also begin with the courses in the embedded certificates, and then work on the other requirements after you have achieved the certificate(s). **Click the buttons** below to view how the certificates are embedded in the Associates degree.

All Courses are needed for an AAS degree



Accounting Assistant Certificate



Basic Tax Certificate



Advanced Bookkeeping Certificate



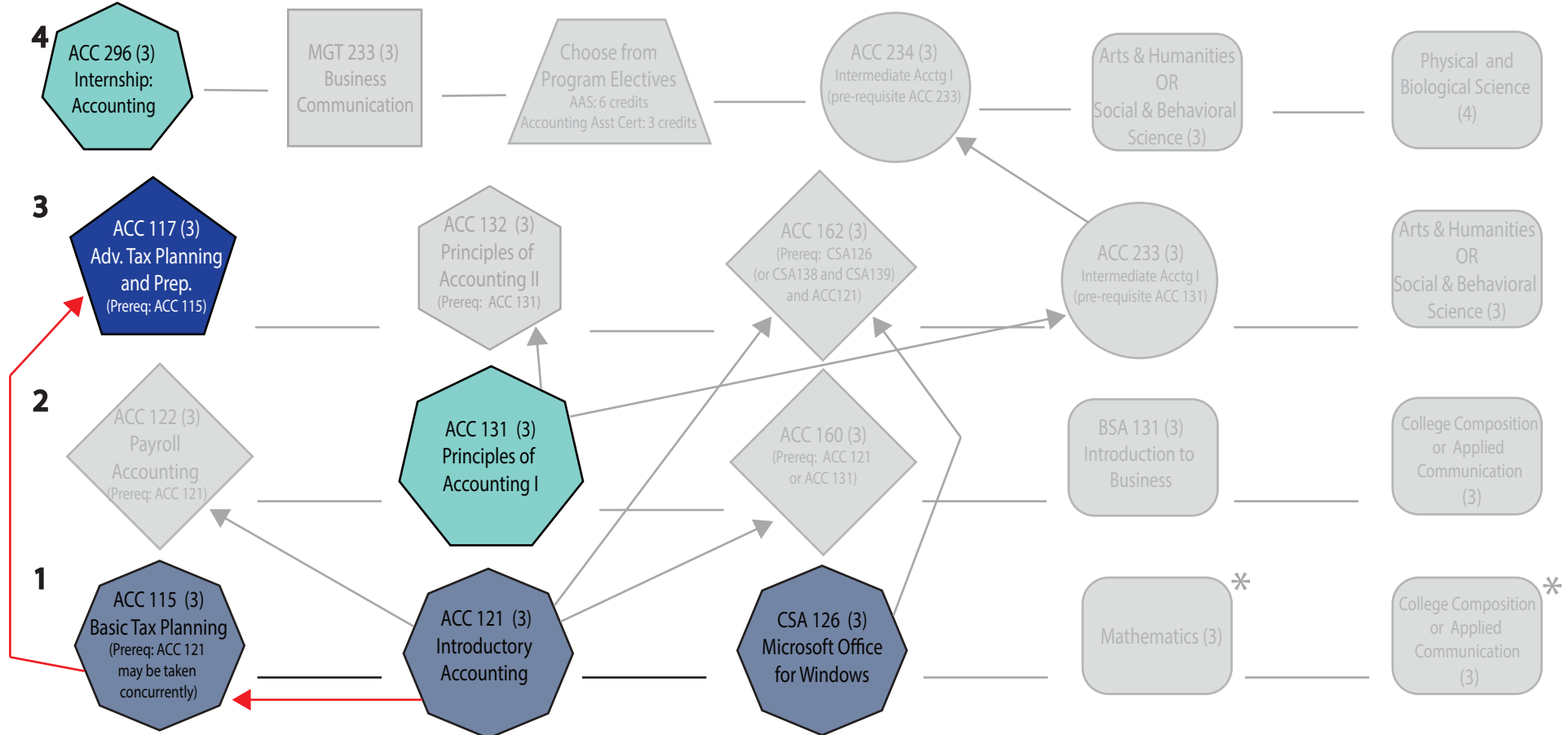
Bookkeeping Certificate



## KEY

↑ Classes are pre-requisites

\* Reading or Math Assessment Scores Required

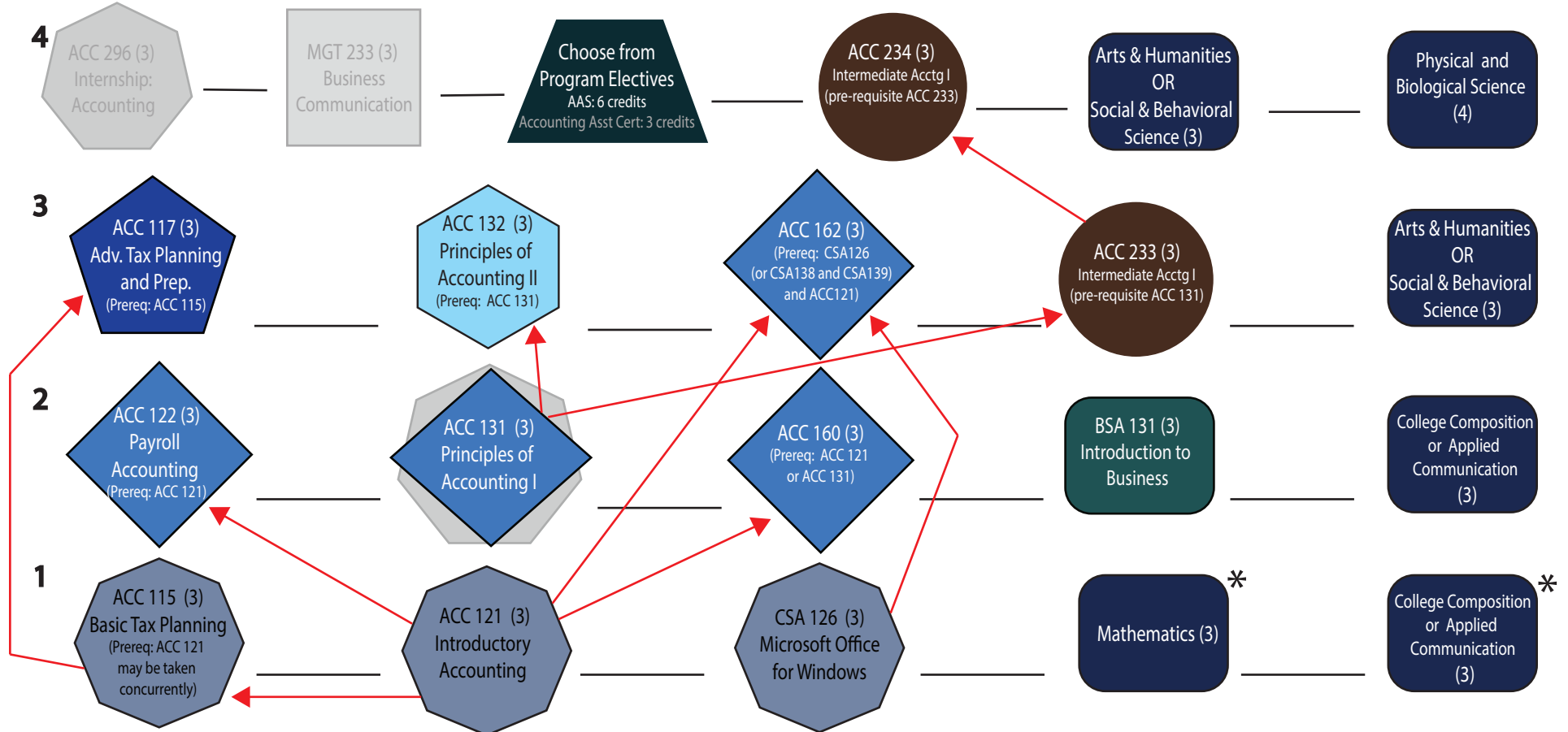
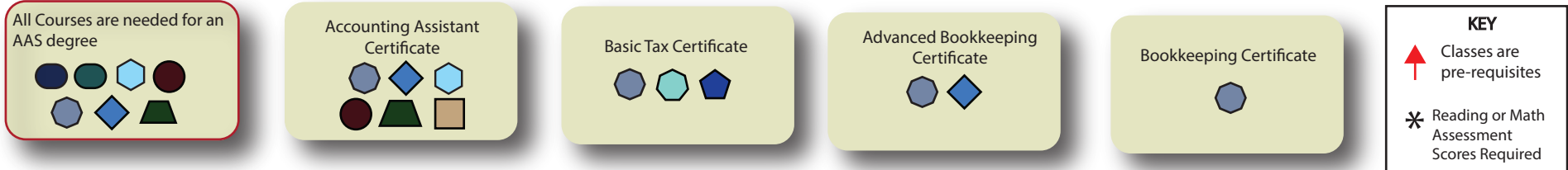


# AAS Accounting

61 CREDITS

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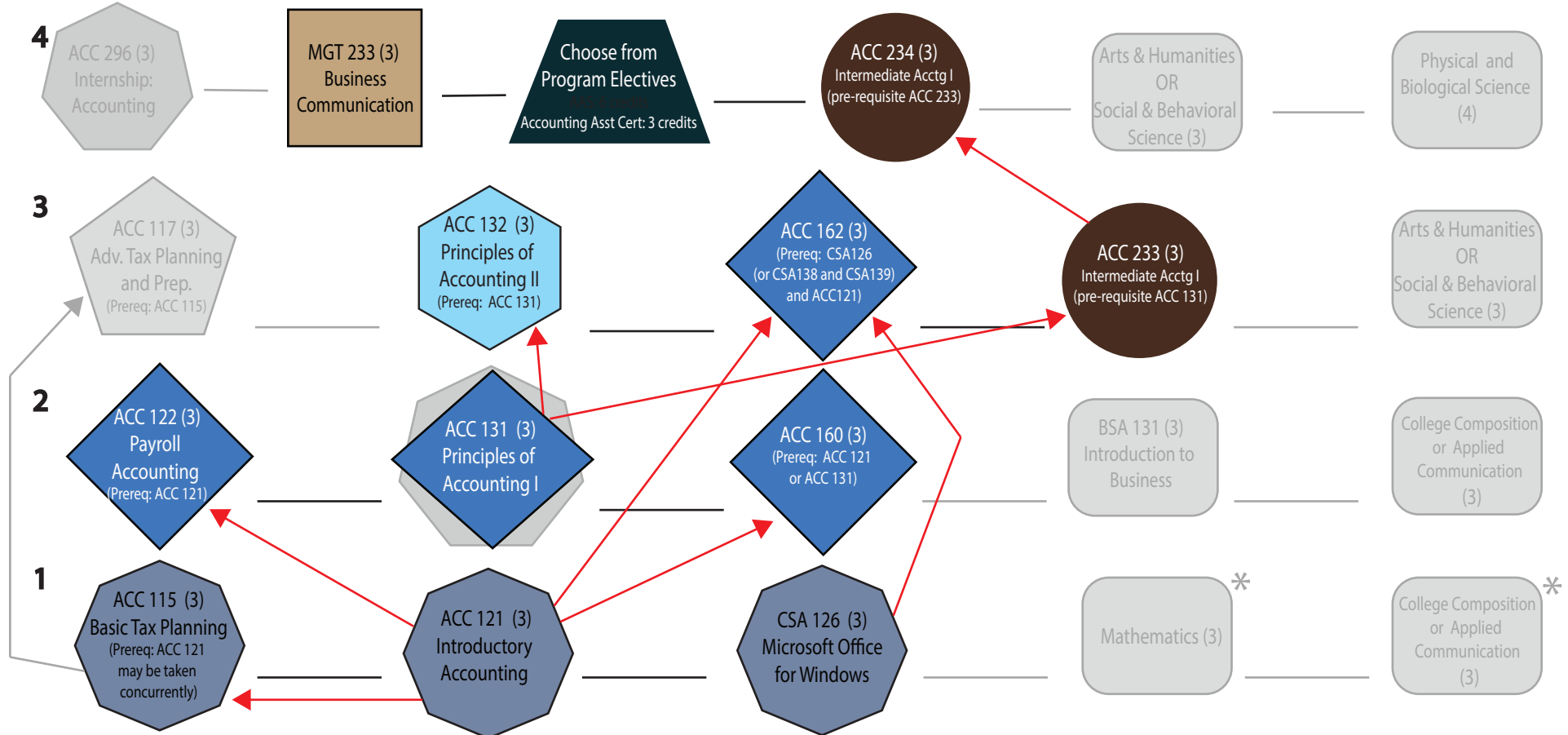
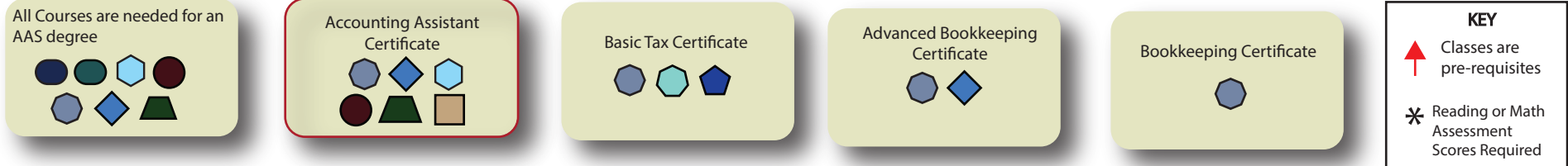


# Accounting Assistant Certificate

36 CREDITS

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AAS Program Elective Options: ACC296, BSA237, ECN236, MGT132 or MGT233 (May be taken as an elective course if it is not used to fulfill the Applied Communication General Education requirement)

Accounting Assistant Certificate Program Elective Options (3): ACC296, BSA131, BSA237, or MGT132

Updated Summer 2019

# Advanced Bookkeeping Certificate

21 CREDITS

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All Courses are needed for an AAS degree



Accounting Assistant Certificate



Basic Tax Certificate



Advanced Bookkeeping Certificate



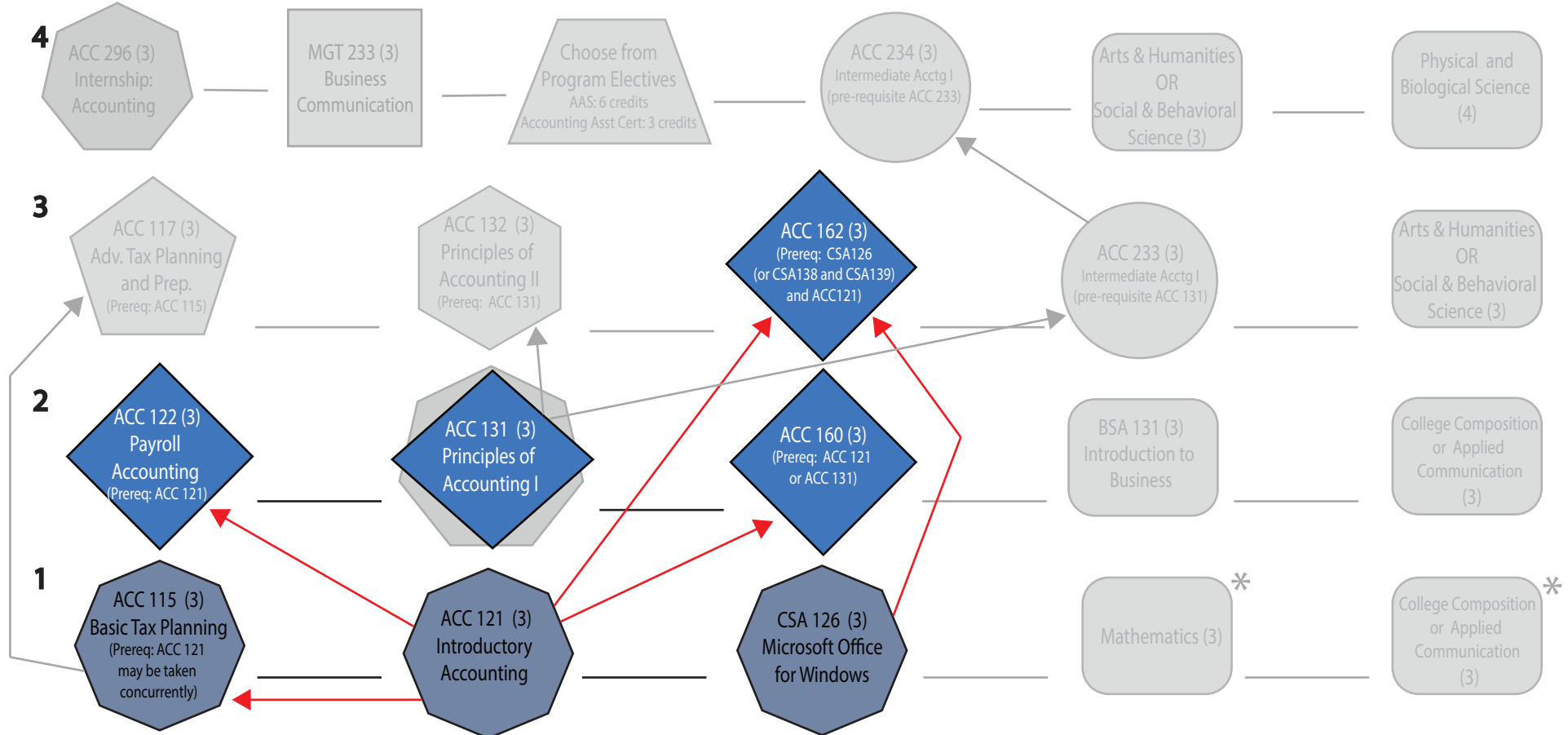
Bookkeeping Certificate



## KEY

↑ Classes are pre-requisites

\* Reading or Math Assessment Scores Required



# Bookkeeping Certificate

9 CREDITS

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