

**Two Year Plan of Study for the Associate of Applied Business Degree in**

**Accounting Technology**

<b>Name:</b>	
<b>COTC Student ID#:</b>	
<b>Advisor:</b>	
Datatel Department Code	ACC
COTC Major Number	001020
OBR Subjectcode	520302

1. Courses listed on this Plan of Study may have prerequisites; please see the Course Description Section on the COTC Web Page (COTC Current Students Tab).
2. Courses highlighted on this Plan of Study are offered only once a year in the Quarter indicated; courses not highlighted on this Plan of Study may or may not be offered more than once per year.
3. Students entering the Accounting Technology program should be proficient in keyboarding and micronumeric skills.
4. A grade of "C" (2.00) or better is required for all Accounting Technology courses listed as prerequisites for advanced Accounting courses.

**KEY:** \* Indicates this course has a prerequisite; please see the Course Description Section on the COTC Web Page.

COURSE NAME	COURSE TITLE	CR HRS	CRS TYPE	QTR OFFERED	COURSE NAME	COURSE TITLE	CR HRS	CRS TYPE	QTR OFFERED	COURSE NAME	COURSE TITLE	CR HRS	CRS TYPE	QTR OFFERED
<b>QUARTER 1</b>					<b>QUARTER 2</b>					<b>QUARTER 3</b>				
ACC-2113	Principles of Accounting - Financial	5.00	Tech	AU	ACC-2114	Financial Accounting	5.00	Tech	WI	ACC-2120	Managerial Accounting	5.00	Tech	SP
BMS-2037	Spreadsheet Applications I	3.00	Non-Tech	AU	ACC-2136	General Ledger Software	3.00	Tech	WI	ACC-2132	Principles of Finance	3.00	Tech	SP
CMP-1601	Principles of Computing	1.00	Non-Tech	SM,AU,WI,SP	BMT-2470	Organizational Ethics	3.00	Non-Tech	WI	BMS-2067	Database Applications I	3.00	Non-Tech	SP
COM-1535	Composition I	4.00	Non-Tech	SM,AU,WI,SP	COM-1536	Composition II	4.00	Non-Tech	SM,AU,WI,SP		Non Technical Elective:	5.00	Non-Tech	SM,AU,WI,SP
MTH-1204	Business Mathematics	5.00	Non-Tech	SM,AU,WI,SP		Non Technical Elective: Mathematics	5.00	Non-Tech	SM,AU,WI,SP		Lab Science			
	<b>Total</b>	18.00				<b>Total</b>	20.00				<b>Total</b>	16.00		

<b>QUARTER 4</b>					<b>QUARTER 5</b>					<b>QUARTER 6</b>				
ACC-2128	Cost Management	5.00	Tech	AU	ACC-2116	Accounting Data Applications	2.00	Tech	WI	ACC-2161	Auditing	5.00	Tech	SP
ACC-2139	Governmental Accounting	4.00	Tech	AU	ACC-2126	Individual Taxation	4.00	Tech	WI	ACC-2174	Intermediate Accounting III	4.00	Tech	SP
ACC-2172	Intermediate Accounting I	4.00	Tech	AU	ACC-2127	Payroll Accounting	3.00	Tech	WI	ACC-2180	Accounting Capstone Course	4.00	Tech	SP
BMT-2025	Micro Economics	4.00	Non-Tech	AU	ACC-2173	Intermediate Accounting II	4.00	Tech	WI	BMT-2074	Business Law Today	5.00	Non-Tech	SP
					COM-1534	Effective Communications	4.00	Non-Tech	SM,AU,WI,SP					
	<b>Total</b>	17.00				<b>Total</b>	17.00				<b>Total</b>	18.00		

**Non-Technical Electives General -- No Credit Hours Required to Complete this Degree**

<b>Non-Technical Electives Lab Science -- Total of 5 Credit Hours Required</b>														
BIO-1730	Environmental Science	5.00	Non-Tech	SM,AU,WI,SP	BIO-1745	Human Biology	5.00	Non-Tech	SM,AU,WI,SP	CHM-1713	General, Organic, Biochemistry	6.00	Non-Tech	SM,AU,WI,SP
BIO-1740	General Biology	5.00	Non-Tech	SM,AU,WI,SP										

<b>Non-Technical Electives Mathematics -- Total of 5 Credit Hours Required</b>														
MTH-1218	Elementary Statistics	5.00	Non-Tech	SM,AU,WI,SP	MTH-1215	College Algebra	5.00	Non-Tech	SM,AU,WI,SP					

**Technical Electives -- No Credit Hours Required to Complete this Degree**

<b>Total Credit Hours Required for Completion of Degree</b>	<b>106.00</b>
Non-Technical Required Credit Hours	46.00
Technical Required Credit Hours	60.00