



Accounting
Associate in Applied Arts Degree
90 Credits

The graduate of this two-year program will be prepared for employment in accounting and future supervisory positions in accounting and business. Students in this program must complete all required Accounting classes with a grade of 2.0 or higher. Students must earn a cumulative GPA of 2.0 or higher.

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Dept./No.	Course Title	Credits
Core Requirements		
* ACCT 110	Practical Financial Accounting 1	5
* ACCT 111	Practical Financial Accounting 2	5
ACCT 112	QuickBooks for Accounting	5
** ACCT 113	Practical Accounting	5
ACCT 118	Individual Taxation	5
ACCT 121	Payroll Accounting	5
BUS& 101 or BUS 164	Introduction to Business or Entrepreneurship and Small Business Management	5
BUS& 201 or POLS& 200	Business Law and the Regulation of Business or Introduction to Law and Commerce	5
BTAC 100	Fundamentals of Computers	5
† BTAC 101	Beginning Typing/Keyboarding	5
BTAC 110	Business Math Applications	5
BTAC 162	Introduction to Excel	5
BTAC 163	Advanced Excel	5
Related Instruction Requirements		
# B A 145	Business Computation	5
# BUS 166 or CMST 100 or CMST& 210 or CMST 217 or CMST& 220	Human Relations and Work Readiness or Fundamentals of Oral Communication or Interpersonal Communication or Communication for Business and Professions or Public Speaking	5
# BTAC 130 or ENGL 109 or ENGL& 101 or ENGL 126 or ENGL 127 or ENGL 128	Business Correspondence or Writing for Trades and Professional/Technical Degrees or English Composition I or Writing: Humanities or Writing: Social Sciences or Research Writing: Science/Engineering/Business	5



# CMST 100 or	Fundamentals of Oral Communication or	
CMST& 210 or	Interpersonal Communication or	
CMST 217 or	Communication for Business and Professions or	
CMST& 220 or	Public Speaking or	
CMST& 230	Small Group Communication	5
Reading	Eligible for READ 104, Reading Mastery	0-5

Electives: *Select from the following courses to total 90 credits:*

Any ACCT course		(5)
Any B A course		(5)
Any BTAC Course		(5)
Any BUS Course		(5)
Any MATH Course		(5)
COOP 171	Work Experience Seminar	(1)
ECON 100	Economic Principles and Applications	(5)
ECON& 201	Micro Economics	(5)
ECON& 202	Macro Economics	(5)

Satisfies related instruction requirements.

* ACCT& 201, Principles of Accounting I, may be substituted for ACCT 110 and ACCT 111.

** ACCT& 202, Principles of Accounting II, may be substituted for ACCT 113.

† BTAC 101; Beginning Typing/Keyboarding may be waived by passing a 5-minute typing test at 35 wpm with 5 or less errors using the proper touch typing techniques.

Notes: Elective credits may be used to meet the minimum degree credit requirements.

Students can only apply CMST 100, &210, CMST 217 or CMST& 220 towards the human relations area if NOT already use in the Communications area of the related instruction requirements.