



Summer 2017

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## Accounting Certificate of Proficiency 40 Credits

For the student who desires early employment, or wishes to add specialty credentials to an already earned degree. Green River offers a course of instruction culminating in an Accounting certificate. (Tech Prep students may articulate into this program as a continuation of training started in high school qualified programs.) 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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<b>Dept./No.</b>	<b>Course Title</b>	<b>Credits</b>
<b>Core Requirements</b>		
* ACCT 110	Practical Financial Accounting 1	5
* ACCT 111	Practical Financial Accounting 2	5
ACCT 112	QuickBooks for Accounting	5
ACCT 121	Payroll Accounting	5
BUS& 101 <b>or</b>	Introduction to Business <b>or</b>	
BUS 164	Entrepreneurship and Small Business Management	5
BTAC 100	Fundamentals of Computers	5
BTAC 110	Business Math Applications	5
BTAC 162	Introduction to Excel	5

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

**Keyboarding requirement:**

Keyboarding may be demonstrated by passing a 5-minute typing test at 35 wpm with 5 or less errors using the proper touch typing techniques. Students unable to meet the minimum typing speed required may take BTAC 101 to fulfill the keyboarding requirement.