



PATHWAY: Accounting Clerk

Visit your College Advisor, ccc.edu, or your college's Transfer Center for more information.

This is an **example course sequence** for students interested in pursuing Accounting Clerk. It does not represent a contract, nor does it guarantee course availability. If this pathway is followed as outlined, you will earn an Basic Certificate.

DEGREE CODE:
BC 0424

Choose your courses with your College Advisor.

SEMESTER-BY-SEMESTER PROGRAM PLAN FOR FULL-TIME STUDENTS

All plans can be modified to fit the needs of part-time students by adding more semesters.

BC	SEMESTER 1	CATEGORY	ACHIEVEMENTS & NEXT ACTIONS
•	Business 111—Introduction to Business (3)	Required Program Core	DO THIS—Meet with advisor to discuss academic goals and plan coursework
•	Business 181—Financial Accounting (4)	Required Program Core	
•	Business 213—Data Visualization and Presentation for Business (3)	Required Program Core	
•	Business 284—Business Communications (3)	Required Program Core	
13 CREDIT HOURS			
BC	SEMESTER 2	CATEGORY	ACHIEVEMENTS & NEXT ACTIONS
•	Business 182—Managerial Accounting (4)	Required Program Core	COMPLETION of Basic Certificate in Accounting Clerk
•	Business 183—Payroll Accounting and Taxes (3)	Required Program Core	
•	Business 250—Computerized Accounting Systems (3)	Required Program Core	
•	Program Elective (3)	Elective	
13 CREDIT HOURS			
CERTIFICATE MINIMUM: 26 CREDIT HOURS // PATHWAY TOTAL: 26 CREDIT HOURS			

PROGRAM ELECTIVES

- | | |
|---|--|
| <input type="checkbox"/> Business 203—Introduction to Cost Accounting (3) | <input type="checkbox"/> Business 214—The Legal and Social Environment of Business (3) |
| <input type="checkbox"/> Business 208—Federal Income Tax (3) | <input type="checkbox"/> Business 215—Corporate and Entity Federal Income Tax (3) |
| <input type="checkbox"/> Business 211—Business Law I (3) | <input type="checkbox"/> Business 217—Nonprofit Accounting (3) |

D = DEGREE // AC = ADVANCED CERTIFICATE // BC = BASIC CERTIFICATE

Programs offered at: