## Accounting (ACCT)

Program Requirements (AAS Overall [ 60 credits, cumulative GPA 2.0 required from all Courses]) (CA Overall [30 credits, cumulative GPA 2.0 required from all Courses]

| Course | Course Name | Semester, Year \& Grade | $\begin{array}{c\|} \hline \text { CA } \\ \text { Credits } \end{array}$ | AAS <br> Credits |
| :---: | :---: | :---: | :---: | :---: |
| First Semester |  |  |  |  |
| * ACC 124 | Principles of Accounting I |  | 3 | 3 |
| * ACC 132 | Payroll and Hawai`i General Excise Taxes (offered Fall only) |  | 3 | 3 |
| BUSN 123 | Word Processing for Business |  | 3 | 3 |
| ** BUSN 188 | Business Calculations |  | 3 | 3 |
| $\begin{gathered} \hline \text { BUSN } 164 \\ \text { OR } \\ \text { IS } 101 \\ \hline \end{gathered}$ | Career Success (Social Env. Elective) <br> Building Bridges to Self, College \& Comm. (Social Env. Elective) |  | 3 <br> (3) | 3 <br> (3) |
|  | First Semester Total |  | 15 | 15 |
| Second Semester |  |  |  |  |
| * ACC 134 | Individual Income Tax Preparation (offered Spring only); |  | 3 | 3 |
| * ACC 155 | Spreadsheets in Accounting |  | 3 | 3 |
| * ACC 252 | Using Quickbooks in Accounting |  | 3 | 3 |
| BUSN 178 | Business Communications |  | 3 | 3 |
| ** ENG 100 OR ENG 100E | Composition I <br> Composition I (ESL) |  | ---- | 3 <br> (3) |
|  | Second Semester Total |  | 15 | 15 |
| Third Semester |  |  |  |  |
| * ACC 201 | Intro to Financial Accounting |  | --- | 3 |
| * Choose 1 course not previously taken from: <br> ACC 130 - Hospitality Accounting (offered Fall only); ACC 193V or BUSN 193V - Cooperative Education; BUS 120 - Principles of Business; ECON 130 - Principles of Microeconomics; ECON 131 - Principles of Macroeconomics; ENT 125 - Starting a Business |  |  |  | 3 |
| $\begin{gathered} \text { BUSN } 150 \\ \text { OR } \\ \text { ICS } 101 \\ \hline \end{gathered}$ | Introduction to Business Computing <br> Digital Tools for the Information World |  | 3 <br> (3) | 3 <br> (3) |
| MGT 124 | Human Resource Management |  | --- | ) |
| ** Communications - Choose 1 course from the following: <br> SP 130 $\dagger$ Business and Organization Communication; <br> SP 151 $\dagger$ Personal and Public Speech; <br> SP $251 \dagger$ Principles of Effective Public Speaking |  |  | --- | 3 |
|  | Third Semester Total |  |  | 15 |


Courses completed that do not apply to major

| Course | Sem., Yr. \& Grade | Course | Sem., Yr. \& Grade |
| :--- | :---: | :---: | :---: |
|  |  |  |  |
|  |  |  |  |

## Special Instructions

* No grade below "C" will be counted toward graduation.
** Meets the competency requirement in mathematics or communications.
+ Earn 9 credits total by selecting one 3-credit general elective course from each of the three areas:
Cultural Environment, Natural Environment, Social Environment
$\dagger$ These courses are cross-listed but will only count once for graduation requirements.

Big Island high school students may be eligible to receive free credit by articulation if they have taken the associated course(s) in high school. Please check with your high school teacher or counselor or Hawai'i CC counselor or Accounting advisor.

