

**Completion Plan**

<b>First Semester</b>			
	<b>Credit Hours</b>	<b>Prerequisites</b>	<b>Recommended Term(s)</b>
*CPT 170 Microcomputer Applications	3		1 <sup>st</sup> 8-week
*MAT 155 Contemporary Mathematics	3	MAT 033 or equivalent Minimum grade of C	1 <sup>st</sup> 8-week
*MGT 201 Human Resources Management	3		1 <sup>st</sup> 8-week
*ACC 111 Accounting Concepts	3	MAT 033 or equivalent Co-requisite ENG 032 or equivalent	2 <sup>nd</sup> 8-week
*ACC 150 Payroll Accounting	3	Co-requisite ACC 111	2 <sup>nd</sup> 8-week
<b>TOTAL</b>	<b>15</b>		

**Second Semester**

	<b>Credit Hours</b>	<b>Prerequisites</b>	<b>Recommended Term(s)</b>
*ACC 101 Accounting Principles I	3	ACC 111 Co-requisite ENG 032 or equivalent Minimum grade of C	1 <sup>st</sup> 8-week
*ACC 124 Individual Tax Procedures	3		1 <sup>st</sup> 8-week
*ACC 240 Computerized Accounting	3	ACC 111	1 <sup>st</sup> 8-week
*ACC 130 State Tax Procedures	1		1 <sup>st</sup> 8-week
*BUS 136 Compensation and Benefits Analysis	3		2 <sup>nd</sup> 8-week
*ACC 120 Federal Income Taxes	3	ACC 124	2 <sup>nd</sup> 8-week
<b>TOTAL</b>	<b>16</b>		

\* Courses in this program that require a minimum grade of "C."