



# PATHWAYS



YOUR MAP TO  
COMPLETION for  
**2022-2023**

Accounting					
Associate in Applied Science / Short-Term Certificate					
Full Time	Course Prefix	Course Description	Credit Hours	Semester Offered	Area
Semester 1	ORI 110	Freshman Seminar	1	Fa Sp Su	Required V
	ENG 101	English Composition I	3	Fa Sp Su	Required I
	*OAD 103	Intermediate Keyboarding	3	Fa Sp Su	Required V
	OAD 138	Records/Information Management	3	Fa	Required V
	BUS 150	Business Math & Calculations	3	Fa Su	Required V
	CIS 146	Microcomputer Applications	3	Fa Sp Su	Required V
Semester 2	ENG 102	English Composition II	3	Fa Sp Su	Required I
	OAD 125	Word Processing (Word)	3	Fa Sp Su	Required V
	OAD 136	Advanced Financial Recordkeeping (Payroll)	3	Sp Su	Required V
	OAD 244	Database Applications (Access)	3	Sp Fa	Required V
	MTH 100	Intermediate College Algebra	3	Fa Sp Su	Required V
	BUS 241	Principles of Accounting I	3	Fa Sp Su	Required V
Semester 3	OAD 243	Spreadsheet Applications (Excel)	3	Fa Sp Su	Required V
	BUS 242	Principles of Accounting II	3	Fa Sp Su	Required V
	**PHL 206	Ethics and Society	3	Fa Sp Su	Required II
	BUS 263	The Legal Environment of Business	3	Fa Sp Su	Required V
	BUS 276	Human Resource Management	3	Fa	Required V
Semester 4	BUS 248	Managerial Accounting	3	Fa Sp Su	Required V
	BUS 215	Business Communications	3	Sp Su	Required V
	CIS 197	Advanced Commercial Software Application (Excel II)	3	Sp Su	Required V
	OAD 218	Office Procedures	3	Sp	Required V
	OAD 137	Comp. Fin. Recordkeeping (QuickBooks)	3	Sp	Required V
	**POL211	American National Government	3	Fa Sp Su	Required IV
Accounting Total Hours			67		
Accounting Applications Short-Term Certificate Total Hours 24					
Human Resource Applications Short-Term Certificate Total Hours 18					

\*OAD 101 is required for students with speed of less than 40 wpm

\*\*May be substituted per Business advisor's approval.

For Assistance with Financial Aid: <http://www.wallacestate.edu/financial-aid>

For transfer information to a four-year school: <http://stars.troy.edu/>