

Treasure Valley

Community College

Advising Worksheet Business Management – Applied Accounting Specialist

One Year Certificate (Major Code 3040)

The Certificate is awarded to students who satisfy the following requirements:

Courses	Cr.	Qtr.	Gr.	<ul style="list-style-type: none">Students must complete a minimum of 45 quarter credits with a grade point average of at least 2.0 in order to graduate with a One Year CertificateBA 131/CS 101 is highly recommended to be taken during the first term for this degree
WR 121Z – Composition I	4			
BA 214 – Business Communications	3			
COM 111Z – Public Speaking or SP 219–Small Group Discussion	4/3			
Computation Skills				
BA 104 – Business Math or Higher	4			
Human Relations Skills				
BA 204 – Teamwork Dynamics	3			
Year 1				
Fall:				
BA 131 – Intro to Business Comp.	4			
BA 211Z – Principles of Financial Accounting	4			
BT 251 – Cloud Based Accounting Systems	3			
Winter:				
BA 169Z Data Analysis-Excel	4			
BA 213Z – Principles of Managerial Accounting	4			
BT 252 – Cloud Based Tax Accounting	3			
BT 221 – Word Processing I	3			
Spring:				
BA 218 – Personal Finance	3			
Total Credits:	45/46			