



**SCHOOL OF
Business and Personal Services**

**Accounting
AAT Degree**

Degree Total Credits	92
Total Cost	Tuition & Fees

Targeted Start Date	
Expected Graduation Date	

ENTRY COORDINATOR	
STUDENT NAME	
FACULTY NAME	Lucy Dorum
CONTACT INFO	lucy.dorum@cptc.edu
PROGRAM COUNSELOR	Carrie Van Beek
CONTACT INFO	carolyn.vanbeek@cptc.edu
START DATE	
PROGRAM START QUARTER	Fall and Spring, or by Instructor permission

Important Program Information	
* Prerequisites: Successful completion of MAT 094 or equivalent, ENG 91 or equivalent. Computer Literacy course required.	
* Recommended that students take CAS 121 (preferred) or CAS 115 or instructor permission.	
* All courses must be complete with a "C" grade to graduate.	

Quarter 1 FALL/SPRING		
Course Number	Course Title	CR
ACTG 110	Bookkeeping I* (Pre-Req: Computer Literacy required. Recommended: CAS 121 (preferred) or CAS 115)	4
ACTG 115	Bookkeeping II*	4
ACTG 135	Accounting Spreadsheets I*	5
COLL 102	College Success for All	3
MAT 103	Business Math	5
Total Credits		21

Quarter 2 WINTER/SUMMER		
Course Number	Course Title	CR
ACTG 141	Quickbooks I	2
ACTG 143	Quickbooks II	3
ACTG 160	Payroll & Business Taxes	5
ACCT& 201	Principles of Accounting I	5
ACTG 211	Principles of Accounting I Lab	2
Total Credits		17

Quarter 3 SPRING/FALL		
Course Number	Course Title	CR
ACCT& 202	Principles of Accounting II	5
ACTG 212	Principles of Accounting II Lab	3
ACTG 224	Fundamentals of Government / Nonprofit Accounting (live spring qtr./online other qrts)	5
ENGL& 101, or CMST& 220	English Composition I, or Public Speaking	5
Total Credits		18

Quarter 4 SUMMER/WINTER		
Course Number	Course Title	CR
ACCT & 203	Principles of Accounting III	5
ACTG 137	Accounting Digital Office	3
PSYC& 100, or PSYC 112, or SOC& 101	General Psychology, or Psychology of the Workplace, or Intro to Sociology	5
Total Credits		13

Quarter 5 FALL/SPRING		
Course Number	Course Title	CR
ACTG 260	Business Office I	5
ACTG 291	Individual Income Tax Accounting	5
ACTG 293	Individual Income Tax Accounting Lab	3
Total Credits		13

Quarter 6 WINTER/SUMMER		
Course Number	Course Title	CR
BUS& 201	Business Law	5
ACTG 262 ^{CAP}	Business Office II	5
Total Credits		10

Quarter 7		
Course Number	Course Title	CR
Total Credits		

Quarter 8		
Course Number	Course Title	CR
Total Credits		

Required Gen Ed courses		
COLL 102	College Success for All	3
	Any 100 level Math (MAT 103 Business Math preferred)	5
	ENGL& 101 English Composition I or CMST& 220 Public Speaking	5
	PSYC& 100 General Psychology, SOC& 101 Introduction to Sociology, or PSY 112 Psychology of the Workplace	5
Total Gen Ed credits		18

Advising Notes		

Career Outlook Sites		
The Occupation Information Network O*NET		
worksourcewa.com		

Next Steps (Transcripts & Graduation)		
Apply for Graduation		
Apply for Sealed Official Transcript		

***Please check Periodically with Advising and Counseling regarding any potential Changes to program course requirements.**
Clover Park Technical College does not discriminate on the basis of race, color, national origin, sex, disability, sexual orientation, age or Veteran's status in its program and activities.