



**Accounting Assistant
One-Year Certificate
2008-2009**

Name _____ Anticipated Graduation Date _____

Developmental Courses

ACT, ASSET, OR SAT test scores determine original placement in these courses.

COURSE	TITLE	TERM	GRADE	COMMENT	CREDIT
ENG0013	Language Fundamentals			ACT English 0-13, ASSET English 23-32 Pass with C or higher	None
ENG0023	Writing Fundamentals			ACT English 14-18, ASSET English 33-44 Pass with C or higher.	None
READ0013	College Reading Skills			ACT Reading 0-13, ASSET Reading 23-33 Pass with C or higher	None
READ0033	Advanced Reading Techniques			ACT Reading 14-18, ASSET Reading 34-43 Pass with C or higher	None
MATH0013	Pre-Algebra			ACT Math 0-16, ASSET Numeric 23-40, ASSET Intermediate 23-33 Pass with C or higher.	None
MATH0023	Introductory Algebra			ACT Math 17-18, ASSET Numeric 41-55, ASSET Intermediate 34-37 Pass with C or higher.	None

First Semester

ACCT 2003	Principles of Accounting I				3 hours
BUAD 1043	Personal Financial Planning (Fall Semester)				3 hours
CA 1903	Introduction to Computer Concepts				3 hours
ENG 1003	Freshman English I			ACT English 19, ASSET English 45-55, or complete ENG0023 with grade C or higher	3 hours
MATH 0033	Intermediate Algebra (or higher)			ACT Math 19-20, ASSET Intermediate 38-41	3 hours

Second Semester

ACCT 2013	Principles of Accounting II			Prerequisite: ACCT 2003	3 hours
ADMS 2563	Business Communications			Prerequisite: ENG 1003: Ability to keyboard	3 hours
BSYS 2583	Spreadsheets for Managerial Decisions				3 hours
CIS 1073	Computerized Accounting				3 hours
ECON 2313	Principles of Macroeconomics			ACT Reading 19; ASSET Reading 44; or complete READ0033 with C or higher	3 hours

Student Signature

Date

Advisor Signature

Date

As mandated by Act 472 of 2007, I have been informed of the Arkansas Course Transfer System, and how to determine which courses will transfer to other Arkansas public institutions. Website <http://acts.adhe.edu>