

**BUSINESS TECHNOLOGIES – ACCOUNTING ESSENTIALS
SHORT CERTIFICATE**

COURSE NUMBER	COURSE NAME	CREDIT HOURS
ACC129	Individual Income Tax	3
ACT249	Payroll Accounting	3
BUS241	Principles of Accounting I	3
BUS242	Principles of Accounting II	3
BUS248	Managerial Accounting	3
BUS245	Accounting with Quickbooks	3
	TOTAL	18