



**BUSINESS  
ACCOUNTING ASSISTANT  
ACCOUNTING INTERN  
2007-2008**

Name: \_\_\_\_\_

SSN/ID: \_\_\_\_\_

Date: \_\_\_\_\_

Complete one of the following programs of study:

<b>Accounting Assistant (R.2010.CC) Certificate of Completion Major requirements (14 units minimum)</b>	units	completed	in progress	planned
ACCTG 1A – Principles of Accounting	4			
*ACCTG 31 – Computerized Accounting	3			
ACCTG 40 – Applied Accounting	3			
BA 46 – Calculator Applications	1			
IS 15 – Computer Concepts	3			

Note: (See Below)

<b>Accounting Intern (R.2011.CC) Certificate of Completion Major requirements (14 units minimum)</b>	units	completed	in progress	planned
ACCTG 1A – Principles of Accounting	4			
ACCT 1B – Principles of Accounting	4			
*ACCTG 31 – Computerized Accounting	3			
ACCTG 40 – Applied Accounting	3			

Note: \*This course is not offered every semester. The following course combinations have been approved as substitutions: OT 12A and OT 13A, IS 18 and OT 13A, or OT 12A and IS 26.

Faculty Advisors: Mr. Jose Castaneda (North Centers), Mr. Robert Haller (North Centers), and Mrs. Carol McCain (Reedley)