

**Associate of Applied Science
in Business
Option: Accounting
Catalog 2011-2012**

Student Name: _____

Student ID: _____

				Taken at PTC	Complete	Incomplete
General Education - 15 Credit Hours						
	ENGL	1311	English Composition I			
	ENGL	1312	English Composition II			
	SPCH	1300	Speech Communication			
	MATH	1301	College Business Mathematics			
			Social Science Elective			
Business and Related Courses - 27 Credit Hours						
	BUS	1233	Document Processing			
	BUS	1243	Business Communications			
	CIS	1103	Computer Concepts			
	BUS	2603	Introduction to Business			
	BUS	1113	Business Machines/Math Applications			
	BUS	1143	Computer Applications for Accounting/QuickBooks			
	BUS	2393	Spreadsheet Applications/EXCEL			
	BUS	2633	Legal Environment of Business			
	BUS	2353	Database Management with Access			
Related Elective – 3 Credit Hours (Choose one from the following classes)						
	ACCT	2523	Managerial Accounting			
	BUS	2613	Small Business Management			
	ECON	2322	Principles of Economics I - Microeconomics			
Accounting Courses - 18 Credit Hours						
	ACCT	2310	Principles of Accounting I			
	ACCT	2330	Principles of Accounting II			
	ACCT	2413	Financial Analysis			
	ACCT	2503	Federal Income Tax			
	ACCT	2533	Payroll Accounting			
	ACCT	2703	Computer Applications for Accounting II			