

CERTIFICATE PROGRAM

Danville Area Community College  
2018-2019

**Accounting**  
Certificate Program

This program is designed to develop the specific skills required for employment in the accounting field. Currently employed workers will find the specialized study an opportunity to upgrade their employment level.

REQUIRED COURSES	HOURS	F,S,I,SU	GRADE
<b>First Semester</b>			
CACC 101 Financial Accounting (pre: BACC 100)	3		
BACC 130 Payroll Accounting	3		
# BOFF 225 Spreadsheet Applications	3		
Mathematics Elective	3		
BOFF 108 Ethics in the Workplace	1		
Total	13		
<b>Second Semester</b>			
CACC 105 Managerial Accounting	3		
BACC 229 Individual Income Tax Accounting <i>OR</i>			
BACC 230 Business Income Tax Accounting	3		
BOFF 230 Advanced Spreadsheet Applications	3		
BACC 228 Computerized Accounting	3		
CACC 166 Cost Accounting (pre: CACC 105)	3		
Total	16		

Total Hours 28

Enrollment in developmental classes may increase the length of time it takes to complete a certificate.

# Prerequisite: BOFF 130 Windows class (or concurrent enrollment) or a qualifying score on the Windows Placement Test.

Gainful Employment:

For program costs, completion and graduate information see

<https://www.dacc.edu/assets/pdfs/cguides/2018-2019/GEA/Accounting/52.0302-Gedt.html>