

Accounting Technology

Certificate of Proficiency – Level One

Texas Southmost College
Health Care, Career and Technical Education Division

A certificate in Accounting Technology will prepare students for entry level position in accounting. It also provides hands-on instruction in all aspects of general ledger accounting for a service and a merchandise business, computerized accounting, and payroll.

FIRST SEMESTER	CREDIT HOURS
ACNT 1311 Introduction to Computerized Accounting	3
ACNT 1303 ⁺ Introduction to Accounting I.	3
ACNT 1331 Federal Income Tax: Individual	3
 SECOND SEMESTER	
ACNT 1329 ⁺ Payroll and Business Tax Accounting	3
ACNT 1304 ⁺ Introduction to Accounting II	3
POFI 1349 Spreadsheets.....	3
ACNT 1193 Special Topics in Taxation.....	1

TOTAL CREDIT HOURS FOR GRADUATION - 19

* Grade of “C” or better is required for graduation.

TSI Requirement (Texas Success Initiative - any other state-approved test) - Student must take all three sections of state-approved test to graduate with this degree.

Students must graduate within six (6) years from the academic year of entrance or may be placed under the provisions of a later catalog.

A minimum grade of “C” must be obtained in each (ACNT, POFI) course required in the certificate plan.