

Certificate in Computerized Accounting

Course Title	Course#	Credits	Prerequisites
____ Business Communications	BU 1123	3	EN 1103
____ Introduction to Accounting I	BU 2101	3	MA 1101 and placement above or successful completion of EN 2103 CoReq: MA 1103
____ Introduction to Accounting II	BU 2102	3	BU 2101
____ Managerial Accounting	BU 2105	3	BU 2102 or BU 2104 and CA 1101
____ Taxation	BU 2221	3	BU 2102 or*
____ Computerized Accounting	BU 2231	3	BU 2102
____ Microcomputer Applications	CA 1101	3	EN 2103 or higher placement
OR ____ Computer Applications Elective**	CA ____		
____ Spreadsheet Applications	CA 1105	3	CA 1101 or* Corequisite: MA 1103
____ English Composition I	EN 1103	3	EN 1101 or placement by exam
Total credits 27			

For the Certificate in Computerized Accounting, a total of 27 credits and a minimum cumulative GPA of 2.00 are required for graduation.

Note: Taxation is usually offered only in the Fall semester. Computerized Accounting is usually offered in the Spring semester.

*permission of instructor

**Must be above CA 1100

Welcome to Middlesex Community College

Middlesex Community College has graduated more than 12,000 people since 1971, and during the past two decades, has grown from a single building in Bedford to a major, two-campus institution of higher education located in Lowell and Bedford.

Today, you have to take future prospects into consideration at every stage of your education. At Middlesex, we help you connect your goals and ambitions with the knowledge and skills you will need to achieve them. Middlesex offers 71 certificate and associate degree programs, many of them designed to equip you for the current and future job market.

The college is committed to educational opportunity and instructional excellence. Faculty, advisors, counselors and other professional staff are actively involved in support systems that give students the confidence and study skills needed for academic progress.

Certificate in Computerized Accounting

This certificate (1) prepares students for entry-level accounting support positions in which the use of computerized accounting software is a primary job function and (2) assists those already in accounting positions to upgrade their computerized accounting skills. Students learn accounting theory from a preparer's point of view, gain hands-on practice in computer-based general ledger and spreadsheet applications, and develop skills in effective business communications.



Springs Road, Bedford MA 01730-9124
33 Kearney Square, Lowell MA 01852-1987

Certificate

Computerized Accounting

Fall 2006

For first-time students enrolled:

Fall 2006