

# NEW MEXICO JUNIOR COLLEGE

## BUSINESS CERTIFICATE: ACCOUNTING

Degree Plan



NAME: \_\_\_\_\_

A# : \_\_\_\_\_

### CERTIFICATE REQUIREMENTS - 36 Credit Hours

COURSE	TITLE	CREDITS	SEMESTER	GRADE	COURSE	TITLE	CREDITS	SEMESTER	GRADE
ACCT 2110 (AC 114)	Principles of Accounting I	4			BU 243	Business & Professional Communications	3		
AC 124	Principles of Accounting II	4			BCIS 1110 (CS 123D)	Fundamentals of Information Literacy & Systems (Computer Applications)	3		
ACCT 2210 (AC 213A)	Spreadsheet Accounting	3			ACCT 2115 (AC 113)	Survey of Accounting (Intro to Acct.)	3		
ACCT 2220 (AC 223B)	Computerized Accounting	3			AC 133	Accounts Payable	3		
ACCT 2320 (AC 233A)	Introduction to Tax I -Individual (Income Tax)	3			CS 224	Introduction to Spreadsheets	4		
BUSA 1180 (BU 113F)	Business Math (Business Calc. Mach.)	3							

Total credit hours required for this Certificate: **36**

Total Credit Hours Acquired: \_\_\_\_\_

Cumulative GPA: \_\_\_\_\_

*All courses must be completed with a "C" or better.*

*The student must have a cumulative grade point average of at least 2.0.*

*A minimum of 15 semester hours must be earned at NMJC. The remainder may be acceptable transfer credits.*

*Transitional and / or developmental courses do not fulfill any of the above requirements.*

*Students will not be permitted to graduate if they have unresolved incomplete (I) grades on their academic record.*

*Although college officials will provide assistance, it is the final responsibility of the student to check all phases of his or her degree completion.*

Updated Fall 2020 (2020)

*When the student has fulfilled all requirements of the degree plan (or will fulfill this semester) the advisor should verify completion (by reviewing the student's transcript), sign and date this section, and notify the Registrar via email.*

\_\_\_\_\_

Advisor's Signature \*

\_\_\_\_\_

Date:

*Degree is not official until final confirmation by the Registrar.*

This section for Registrar's use:

\_\_\_\_\_

Official Degree Conferral Date

\_\_\_\_\_

Diploma Print Date

\_\_\_\_\_

Office Signature \*

*\*Typing of the signature by the advisor, registrar or registrar's designee will act as the official signature on this document.*