

School of Business and Public Services

Accounting Diploma AC12—42 Credit Hours

Program Chair: ginger.dennis@westgatech.edu

Courses may rotate among the following locations: Carroll, LaGrange and Online

Complete	General Education Course Number (credits)	Course Name	Prerequisite	Notes
<input type="checkbox"/>	<p>**Learning Support Courses (refer to Admissions evaluation). Examples include: ENGL 0998 and MATH 0091/1012 Not available online; courses must be completed on campus if student is provisional and not regular status.</p> <p><i>These courses are not calculated into students' institutional GPA. Learning support courses are individually assigned based on admissions testing results and program requirements. 0096 courses must be completed with the Adult Education department before starting college program—contact Admissions for questions regarding evaluations.</i></p>			
<input type="checkbox"/>	**ENGL 1010 (3)	Fundamentals of English I	Diploma program admission level writing and reading competency	
<input type="checkbox"/>	EMPL 1000 (2)	Interpersonal Relations and Professional Development	None	
<input type="checkbox"/>	MATH 1012 (3) -OR- MATH 1011 (3)	Foundations of Mathematics -OR- Business Math	Diploma program admission level math competency	
Complete	Occupational Course Number (credits)	Course Name	Prerequisite	Notes
<input type="checkbox"/>	**ACCT 1100 (4)	Financial Accounting I	Regular Status (all learning support complete or no learning support required)	
<input type="checkbox"/>	ACCT 1105 (4)	Financial Accounting II	ACCT 1100	
<input type="checkbox"/>	ACCT 1115 (3)	Computerized Accounting	ACCT 1100 and CISM 2201	
<input type="checkbox"/>	ACCT 1125 (3)	Individual Tax Accounting	ACCT 1100	
<input type="checkbox"/>	ACCT 1130 (3)	Payroll Accounting	ACCT 1100	

**First term suggestion: All assigned learning support and/or—ENGL 1010, ACCT 1100, and CISM 2201

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<input type="checkbox"/>	BUSN 1410 (4)	Spreadsheet Concepts and Applications	CISM 2201	
<input type="checkbox"/>	BUSN 1440 (4)	Document Production	BUSN 1100 or the ability to key 30 gross words a minute on 3-minute timings with no more than 3 errors (see Admissions Office for testing)	Co-requisite – CISM 2201
<input type="checkbox"/>	**CISM 2201 (3)	Foundations of Computer Applications	None	
Complete	Occupational Elective Course Number (6 credits)	Course Name	Prerequisite	Notes
<input type="checkbox"/>	Choose TWO Occupational Electives from below: (6 credits)			
<input type="checkbox"/>	ACCT 2000 (3)	Managerial Accounting	ACCT 1105	
<input type="checkbox"/>	ACCT 2110 (3)	Accounting Simulation	ACCT 1105 and ACCT 1115 and BUSN 1410	
<input type="checkbox"/>	ACCT 2115 (3)	Bookkeeper Certification Review	Advisor Approval ACCT 1105 and ACCT 1130 recommended	
<input type="checkbox"/>	ACCT 2120 (3)	Business Tax Accounting	ACCT 1125	
<input type="checkbox"/>	ACCT 2140 (3)	Legal Environment of Business	Regular Status (all learning support complete or no learning support required)	
<input type="checkbox"/>	ACCT 2145 (3)	Personal Finance	None	

****First term suggestion:** All assigned learning support and/or—ENGL 1010, ACCT 1100, and CISM 2201

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Credits for ACCT courses other than [ACCT 2140](#) and [ACCT 2145](#) are awarded only if the courses have been completed within the last seven years. Courses over seven years old may be recommended by the program chair and approved by the Dean of the School of Business/Public Services if the student presents recent, documented, in-field experience or current accounting certification.

This program is eligible for Federal Aid including Pell Grant and federal student loans and may be eligible for Institutional and State Financial Aid. Contact the Financial Aid office for eligibility requirements and application materials.

As set forth in its student catalog, West Georgia Technical College does not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, disability, age, political affiliation or belief, genetic information, disabled veteran, veteran of the Vietnam Era, or citizenship status (except in those special circumstances permitted or mandated by law).