

Requirements 2007-2008

Courses may be subject to prerequisites and minimum grade requirements.
Check the on-line or printed catalog for more information.

<http://www.bellevuecollege.edu/catalog/courses>

Course No.	Course Name	Credit Hrs.
ACCT 245	Accounting Information Systems	5
Choose one of the following:		5
ACCT 101	Practical Accounting I (5 Cr)	
ACCTG 210	Fundamentals of Accounting (5 Cr)	
Choose one of the following:		5
ACCT 234	Managerial Accounting (5 Cr)	
ACCTG 230	Basic Accounting Analysis (5 Cr)	
Choose one of the following:		5
BTS 109	Business Communications (5 Cr)	
ENGL 101	Written Expression (5 Cr)	
TOTAL		20

Program Chair: Judy Woo
jwoo@bcc.ctc.edu
425-564-2311

Use Degree Audit to track your progress toward completion of this certificate at: www.bellevuecollege.edu/da/
Please refer to <http://www.bellevuecollege.edu/programs/degrees/certificates/> for latest certificate updates and further information.

All coursework applied to this certificate must be approved by program chair.
Submit completed form to the Enrollment Services when applying for graduation.



Accounting Information Systems
Certificate of Accomplishment: 20 Credits

COMPLETION WORKSHEET 2007-2008

Student Name: _____

SID: _____

Program Requirements <small>Courses may be subject to minimum grade requirements and prerequisites</small>			Approved Substitution/Transfer Credit						
Course	Course Title	Cr	School	Course	Cr	QTR	YR	Grade	Gen Ed Met Yes/No
ACCT 245	Accounting Information Systems	5							
Choose one of the following:		5							
ACCT 101	Practical Accounting I (5 Cr)								
ACCTG 210	Fundamentals of Accounting (5 Cr)								
Choose one of the following:		5							
ACCT 234	Managerial Accounting (5 Cr)								
ACCTG 230	Basic Accounting Analysis (5 Cr)								
Choose one of the following:		5							
BTS 109	Business Communications (5 Cr)								
ENGL 101	Written Expression (5 Cr)								
TOTAL:		20							

This form must be fully completed, signed and submitted to Enrollment Services when applying for graduation.

Student Signature: _____ Program Chair Signature: _____ Date: _____

Credit Evaluation and Graduation

Students who plan to apply credits from other institutions to this certificate should meet with the Program Chair of the program for approval.
 Official transcript from prior institution(s) must be submitted to Enrollment Services in the school's sealed envelope when applying for graduation.
 Certificate course substitutions or transferred-in credits must be indicated in the certificate advising/completion worksheet by the Program Chair.
 A copy of the certificate advising/completion worksheet **signed by the Program Chair** must be submitted along with the graduation application.
 Student must submit an application and completed certificate advising/completion worksheet for each certificate by the last day of the quarter you plan to graduate.

Questions? <http://www.bellevuecollege.edu/enrollment/graduation/faqs/#section2>