



Program: Accounting Clerk Certificate

Campus: Trinidad Main Campus (TMC), Trinidad Alamosa Campus (TAC)
Program Code: CER_BMAC
CIP Code: 52.0201



SMART PATH

First Semester

Course Code	Course Name	Credit Hours
ACC 115	Payroll Accounting	3
ACC 121	Accounting Principles I	4
ACC 132	Tax Help Colorado Practicum	2
BTE 108	Ten-Key by Touch	1
CIS 155	PC Spreadsheet Concepts	3
	Total	13

Second Semester

Course Code	Course Name	Credit Hours
ACC 122	Accounting Principles II	4
ACC 133	Tax Help Colorado Site Lab	1
ACC 135	Spreadsheet Applications for Accounting	3
ACC 245	Computerized Accounting with a Professional Package	3
	Total	11

TOTAL: 24 credits