

**CAREER PROGRAMS**

**Accounting Associate**

**Requirements for the Illinois CPA Certificate**

To sit for the CPA examination in Illinois effective January 1, 2001, the candidate must have 150 hours of acceptable college level education including at least a bachelor's degree. Twenty-four semester hours must be in accounting; an additional 24 hours in business courses are required (business law is included here).

At William Rainey Harper College, acceptable accounting courses include: ACC 101, ACC 102, ACC 201, ACC 202, ACC 203, ACC 250, ACC 251, ACC 253, and ACC 254. A wide variety of business courses are offered including: ACC 211, ACC 212, ACC 213, and MGT 225.

**Requirements for the CMA Certificate**

The CMA (Certified Management Accountant) is a national program with no state affiliates. The candidate must have senior standing at an accredited college or university, or must hold a baccalaureate degree, in any field, or have passed the U.S. CPA examination. Anyone who has passed the U.S. CPA examination is given credit for part 2 of the CMA examination.

Recommended courses at William Rainey Harper College include: ACC 101, ACC 102, ACC 201, ACC 202, ACC 203, ACC 211, ACC 212, ACC 251, ACC 253, ACC 254, BFC 215, CIS 101, ECO 210, ECO 211, ECO 212, MGT 111, MGT 218, MGT 225, MGT 270, MTH 124 and PHI 110.

**Accounting Associate Certificate**

*This 19 credit-hour certificate program is designed for persons interested in pursuing careers as junior accountants in business, government and industry. There is an acute shortage of persons with the training needed to be successful in accounting.*

**Required:**

ACC	101	Introduction to Financial Accounting .....	4
ACC	102	Introduction to Managerial Accounting.....	3
CIS	123	Spreadsheet/Budgeting for Micros.....	1
CIS	124	Advanced Spreadsheet for Micros .....	1
CIS	125	Word Processing for Micros.....	1

**Electives:** Select any three courses from the following:

ACC	155	Tax and Payroll Accounting.....	4
ACC	201	Intermediate Accounting I .....	3
ACC	202	Intermediate Accounting II .....	3
ACC	203	Introductory Cost Accounting .....	3
ACC	250	Income Tax Accounting.....	3
ACC	251	Advanced Tax Accounting .....	3
ACC	253	Advanced Accounting I.....	3
ACC	254	Auditing .....	3

## Accounting Clerk Certificate

*This 10 credit-hour certificate program provides the student with the courses needed for an entry level position in such areas as accounts payable, accounts receivable and inventory accounting.*

ACC	101	Introduction to Financial Accounting .....	4
ACC	102	Introduction to Managerial Accounting.....	3
CIS	123	Spreadsheet/Budgeting for Micros.....	1
CIS	124	Advanced Spreadsheet for Micros .....	1
CIS	125	Word Processing for Micros.....	1

## Accounting-Payroll, State and Local Taxes Certificate

*This seven credit-hour certificate program will provide the student with the courses needed for an entry level position in this particular area.*

ACC	155	Tax and Payroll Accounting.....	4
CIS	123	Spreadsheet/Budgeting for Micros.....	1
CIS	124	Advanced Spreadsheet for Micros .....	1
CIS	125	Word Processing for Micros.....	1