

1. Certificate programs provide career skills to enable students to enter the job market after graduation, retrain in a new career, or upgrade employment skills. Occupational courses are designed to meet these needs instead of transferring to four-year institutions; however, four-year institutions may accept some courses. Check with your college of transfer intent for more info.
2. By completing some general education requirements, most certificate programs lead to an AAS Degree. Consult the website or a CCA advisor for more info.
3. You must apply for graduation on the website or at Enrollment Services prior to your final semester.

**Accounting: Governmental Emphasis Certificate  
Required Courses – 25 credits. Complete the following:**

ACC 121 Principles of Accounting I	4 cr.
ACC 122 Principles of Accounting II	4 cr.
ACC 211 Intermediate Accounting I	4 cr.
ACC 216 Governmental & Not-for-Profit Accounting	3 cr.
ACC 232 Auditing	3 cr.
BUS 217 Business Communication & Report Writing	3 cr.
CIS 118 Introduction to PC Applications	3 cr.
CIS 161 Presentation Graphics I	1 cr.

**Computerized Accounting Emphasis Electives – 3 cr.  
Select 3 credits from the following:**

ACC 131 Income Tax	3 cr.
ACC 132 Tax Help Colorado	2 cr.
ACC 133 Tax Help Colorado Lab	1-3 cr.
ACC 125 Computerized Accounting I	3 cr.
ACC 226 Cost Accounting I	3 cr.
BUS 216 Legal Environment of Business	3 cr.
CIS 155 Complete PC Spreadsheet	3 cr.

\_\_\_\_\_ **Total Certificate Requirements – 25 credits**

\_\_\_\_\_ **Total Electives – 3 credits**

\_\_\_\_\_ **Total Required – 28 credits**