



Important!!

- *All online classes require one on campus visit per term!
- ** Set Up and Activate your Student CTC E-mail account!
- *** Register for Eagle Alert!

Faculty & Academic Advisors

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CTC Department of Public Safety: (770) 529-2311

Accounting Program eMAP

START HERE: Program of Study: *Diploma*

Complete any required MATH/ENGL/READ 0090 courses. Then,

Complete:

- COMP 1000 Specific Occupational Elective
- ACCT 1100 ACCT 1125

Then, complete:

- ACCT 1105 BUSN 1440
- ACCT 1115 ACCT 1120

Submit application to receive **Office Accounting Specialist & Computerized Accounting Specialist TCCs**

Then, complete:

- ENGL 1101
- PSYC 1101
- MATH 1101/ or 1111
- ACCT 1130

These three courses are A.A.S. – level and enrollment in them is based on COMPASS test scores; Diploma-level ENGL/MATH/PSYC can be taken instead.

Submit application to receive **Payroll Accounting Specialist TCC**

Then,

If a student plans to only complete the Accounting diploma

Student must enroll in ACCT 2110 and complete during their final term. Submit an application to receive an Accounting diploma.

If the student plans to complete the Accounting AAS degree

Submit a *Program Change Request form* & enroll in an ACCT elective. Then, begin completing AAS requirements. Students must take ACCT 2110 in their final term.

Complete:

- ENGL 1101 (if not completed in Diploma)
- PSYC 1101 or other Area II Course (see catalog for list of eligible courses).
- MATH 1101/ or 1111 (if not completed in Diploma)
- ARTS 1101/or ENGL 2130/or HUMN 1101/or MUSC 1101/or ENGL 2110/or THEA 1101
- Additional Education Core Area Class (See catalog for list of eligible courses).

Complete:

- ACCT 2000
- ACCT Elective
- ACCT Elective**

ACCT Elective Options (Diploma/Degree Program)

- ACCT 2120* ACCT 2135
- ACCT 2140 or MKTG1130 ACCT 2145
- ACCT 2150 ACCT 2155

* If ACCT 2120 is completed, student may submit an application for an Income Tax Preparation TCC.
**If student completed one ACCT elective in diploma, only one additional elective is needed.

Complete:

- Nine Free Elective Hours (Check with Program Advisor for information on eligible courses and how students may utilize electives to earn a **Small Business Management TCC**.)
- ACCT 2110 (Must be taken during final term).
- Submit resume and cover letter to Career Services.

Submit application to receive an **Accounting Diploma & an Associate of Applied Science degree in Accounting**

This eMAP along with meeting regularly with your program advisor and using DegreeWorks will help you stay on track to finish your program as quickly as possible and graduate from CTC.

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