

<b>Name:</b>		<b>Student ID#:</b>		
<b>CERTIFICATE IN ACCOUNTING RECORDKEEPING SPECIALIST – 5202013429</b>				
<b>Required Courses</b>		<b>Credit</b>	<b>Grade</b>	<b>Complete</b>
ACC 201	Financial Accounting <b>OR</b>	3		
ACT 101	Fundamentals of Accounting I <b>AND</b>	(3)		
ACT 102	Fundamentals of Accounting II	(3)		
ACT 196	Payroll Accounting	3		
ACT 279	Computerized Accounting Systems	3		
ACT 281	Individual Taxation	3		
ACT 286	Financial Accounting Topics	3		
CIT 105	Introduction to Computers <b>OR</b>	3		
OST 105	Introduction to Information Systems	(3)		
<b>Total Credits</b>		<b>18-21</b>		

<b>NOTES:</b>

Requirements taken from 2015-16 KCTCS Catalog