

NORTHEASTERN BUSINESS CERTIFICATES

Contact the Business Department for more information.

FOUNDATIONS OF BUSINESS I - CERTIFICATE REQUIREMENTS

BUSINESS (ALL):	Credits
BUS 115 Intro to Business	3
ACC 121 Principles of Accounting I	4
COMMUNICATIONS (Choose 1 class, 3 credits):	3
ENG 121 English Composition I	
COM 115 Principles of Speech	
COM 125 Interpersonal Communications	
MATH (Choose 1 class, 3-4 credits):	3-4
MAT 112 Financial Math	
BUS 226 or MAT 135 Statistics	
MAT 121 College Algebra	
APPROVED BUSINESS ELECTIVE (Choose 1 class, 3 credits):	3
CIS 118 preferred or select from *Recommended Business Elective List	
TOTAL	16-17

FOUNDATIONS OF BUSINESS II - CERTIFICATE REQUIREMENTS

BUSINESS (ALL):	Credits
BUS 115 Intro to Business	3
ACC 121 Principles of Accounting I	4
ACC 122 Principles of Accounting II	4
COMMUNICATIONS (Choose 1 class, 3 credits):	3
ENG 121 English Composition I	
COM 115 Principles of Speech	
COM 125 Interpersonal Communications	
MATH (Choose 1 class, 3-4 credits):	3-4
MAT 112 Financial Math	
BUS 226 or MAT 135 Statistics	
MAT 121 College Algebra	
ECONOMICS (Choose 1 class, 3 credits):	3
ECO 201 Macroeconomics	
ECO 202 Microeconomics	
ECO 101 Economics of Social Issues	
APPROVED BUSINESS ELECTIVE (Choose 1 class, 3 credits):	3
CIS 118 preferred or select from *Recommended Business Elective List	
TOTAL	23-24

ACCOUNTING-CERTIFICATE REQUIREMENTS

ACCOUNTING CORE (All courses required)	Credits
ACC 121 Principles of Accounting I	4
ACC 122 Principles of Accounting II	4
ACC 115 Payroll Accounting	3
ACC 235 Computer Acctg - Small Business	3
CIS 259 Expert Excel	1
TOTAL ACCOUNTING CORE	15
ELECTIVES (Choose 6 credits):	
ACC 132 Income Tax Preparation and	
ACC 133 Tax Help Colorado Practicum	3
BUS 115 Intro to Business	3
BUS 216 Legal Environment of Business	3
MAT 112 Financial Math	3
AGB 218 Computerized Farm Records	3
CIS 118 Intro to Microcomputer Apps	3
TOTAL ELECTIVES	6
TOTAL REQUIRED	21

*Recommended Business Elective List:

BUS 217 Business Communications	3
BUS 216 Legal Environment of Business	3
BUS 226 Business Statistics	3
MAR 216 Marketing	3
MAN 226 Management	3
ACC 115 Payroll Accounting	3
ACC 132 and ACC 133 Tax Help	3
MAN 215 Organizational Behavior	3
MAN 128 Human Relations	3
CIS 118 Intro to PC Applications	3
Internship	3

BASIC TAX PREPARATION - CERTIFICATE REQUIREMENTS

	Credits
ACC 132 Tax Help Colorado	2
ACC 133 Tax Help Colorado Practicum	1
TOTAL	3

A student is allowed to earn multiple certificates and multiple degrees.

Revised 4/8/2014