## **ACCOUNTING TECHNOLOGY OPERATIONS (18 Credits)**

Guided Pathway: Accounting Technology Operations, C.C.C. (FULL TIME).

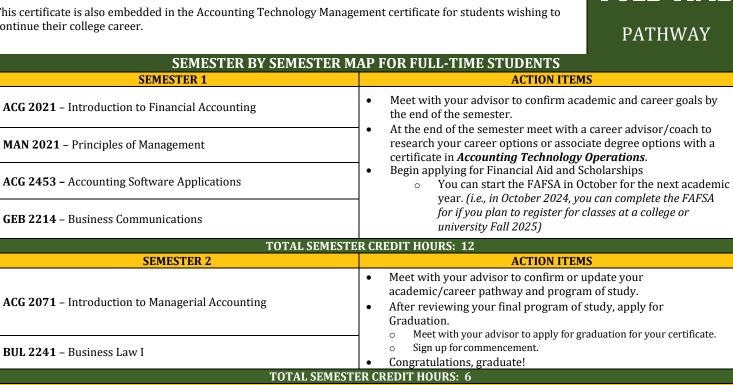
For more information, visit <u>www.fgc.edu</u> and your academic advisor.

Meta-major: Business

The Accounting Technology Operations Certificate (ACTO) is designed for those students who intend to seek employment in accounting or related fields, or for those in the field wishing to acquire additional skills.

This is the sequence of courses for students interesting in obtaining a certificate in *Accounting Technology* **Operations.** It does not represent a contract, nor does it guarantee course availability. Following this pathway will help you earn an Accounting Technology Operations Certificate. Courses that complete the certificate are listed below. As always, visit your academic advisor each semester to help you keep on track for graduation.

This certificate is also embedded in the Accounting Technology Management certificate for students wishing to continue their college career.



ACTO CERTIFICATE: 18 SEMESTER CREDIT HOURS PATHWAY TOTAL: 18 CREDIT HOURS

<sup>1</sup> Degree plans may change in later catalogs. You may use this pathway if you entered the college on or before this date. <sup>11</sup> This is not an official degree plan. For official degree requirements, <u>click here</u>.



## **FULL-TIME**

## ACCOUNTING TECHNOLOGY OPERATIONS (18 Credits)

Guided Pathway: Accounting Technology Operations, C.C.C. (PART TIME).

For more information, visit <u>www.fgc.edu</u> and your academic advisor.

Meta-major: Business

The **Accounting Technology Operations Certificate (ACTO)** is designed for those students who intend to seek employment in accounting or related fields, or for those in the field wishing to acquire additional skills.

This is the sequence of courses for students interesting in obtaining a certificate in *Accounting Technology Operations*. It does not represent a contract, nor does it guarantee course availability. Following this pathway will help you earn an Accounting Technology Operations Certificate. Courses that complete the certificate are listed below. As always, visit your academic advisor each semester to help you keep on track for graduation.

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## PART-TIME PATHWAY

SEMESTER BY SEMESTER MAP FOR PART-TIME STUDENTS	
SEMESTER 1	ACTION ITEMS
ACG 2021 – Introduction to Financial Accounting	<ul> <li>Meet with your advisor to confirm academic and career goals by the end of the semester.</li> <li>Begin applying for Financial Aid and Scholarships         <ul> <li>You can start the FAFSA in October for the next academic</li> </ul> </li> </ul>
MAN 2021 – Principles of Management	year. (i.e., in October 2024, you can complete the FAFSA for if you plan to register for classes at a college or university Fall 2025)
TOTAL SEMESTER CREDIT HOURS: 6	
SEMESTER 2	ACTION ITEMS
ACG 2453 – Accounting Software Applications	• At the end of the semester meet with a career advisor/coach to research your career options or associate degree options with a certificate in <i>Accounting Technology Operations</i> .
ACG 2071 – Introduction to Managerial Accounting	
TOTAL SEMESTER CREDIT HOURS: 6	
SEMESTER 3	ACTION ITEMS
<b>BUL 2241</b> – Business Law I	<ul> <li>After reviewing your final program of study, apply for Graduation.         <ul> <li>Meet with your advisor to apply for graduation for your certificate.</li> <li>Sign up for commencement.</li> </ul> </li> <li>Congratulations, graduate!</li> </ul>
GEB 2214 – Business Communications	
TOTAL SEMESTER CREDIT HOURS: 6	
ACTO CERTIFICATE: 18 SEMESTER CREDIT HOURS PATHWAY TOTAL: 18 CREDIT HOURS	

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