



**Accounting Assistant
One-Year Certificate
2014-2015**

Name _____ Anticipated Graduation Date _____

Developmental Courses

Original placement in developmental education courses is determined by ACT, ASSET, Compass, or SAT test scores. I understand that if required to enroll in developmental education courses as a result of my test scores and Arkansas law, Act 1101 an additional semester may be required to complete my program of study.

COURSE	TITLE	TERM	GRADE	COMMENT	CREDIT
ENG0004	College Literacy			ACT reading score of 0-18, ASSET reading score of 23-43, COMPASS score of 0-84, or SAT reading score of 0-319.	None
ENG0023	Writing Fundamentals OR ALP			ACT English score of 0-18, ASSET English score of 0-43, COMPASS writing score of 0-79, or SAT English score of 360-469.	None
MATH0013	Pre-Algebra			ACT math score of 0-14, ASSET numerical test score of 23-40, ASSET intermediate test score of 0-29, COMPASS algebra test of 0-29, COMPASS pre-algebra test of 0-45, or SAT math score of 0-330.	None
MATH0023	Introductory Algebra			ACT math score of 15-16, ASSET numerical test score of 41-55, ASSET intermediate test score of 30-36, COMPASS algebra test of 30-36, COMPASS pre-algebra test of 46 or above, or SAT math score of 331-379.	None
COLL1001	College Success Strategies			First time or transfer students that test into 2 or more remedial classes.	None

First Semester

~ACCT2003	Intro to Financial Accounting				3 hours
BUAD1043	Personal Financial Planning				3 hours
~CA1903	Introduction to Computer Concepts			Prerequisite: Student must be able to key 25 words per minute with less than 5 errors. All Computer Concepts students will be tested on the first day of class to determine words per minute. If the student cannot key 25 wpm with less	3 hours

				than 5 errors, it is recommended that the student enroll in ADMS 1513 Keyboarding I.	
~ENG1003	Freshman English I			Prerequisite: Students must meet the criteria under either (a) or (b) as follows: (a) ACT English score of 19 or above or COMPASS English score of 80 or above or Asset English score of 44 or above (b) Completion of Writing Fundamentals ENG 0023 with a grade of "C" or higher.	3 hours
MATH0033	Intermediate Algebra (or higher)			Prerequisite: Student must meet the criteria under either (a) or (b) as follows: (a) score 17-18 on the ACT math, score 37-42 on the ASSET Intermediate Algebra test, or score 37-40 on the COMPASS Algebra Test; or (b) pass MATH 0023 Introductory Algebra with a grade of "C" or higher.	3 hours

Second Semester

~ACCT2013	Introduction to Managerial Accounting			Prerequisite: ACCT 2003 Introduction Financial Accounting (with a grade of "C" or higher)	3 hours
~ADMS2563	Business Communications			Prerequisites: ENG 1003 Freshman English I, Ability to keyboard.	3 hours
BSYS2583	Spreadsheets for Managerial Decisions			Prerequisite: CA 1903 Introduction to Computer Concepts or working knowledge of required office software application.	3 hours
CIS1073	Computerized Accounting				3 hours
~ECON2313	Principles of Macroeconomics			Prerequisite: Students must meet the criteria under either (a) or (b) as follows: (a) ACT reading score of 19 or above or COMPASS reading score of 85 or above or Asset reading score of 44 or above (b) Completion of College Literacy ENG 0004 with a grade of "C" or higher.	3 hours

Student Signature _____

Date _____

Advisor Signature _____

Date _____

As mandated by Act 472 of 2007, I have been informed of the Arkansas Course Transfer System, and how to determine which courses will transfer to other Arkansas public institutions. Website <http://acts.adhe.edu>

ACTS Transfer Courses

Courses notated in the degree plan with the “ ~ “ symbol are considered ACTS courses. The Arkansas Course Transfer System (ACTS) contains information about the transferability of courses within Arkansas public colleges and universities. Students are guaranteed the transfer of applicable credits and equitable treatment in the application of credits for admissions and degree requirements. For further information the ACTS website link can be reached at <http://acts.adhe.edu/studenttransfer.aspx>.

Prior Learning Assessment

For more information concerning Prior Learning Assessment (PLA) contact the Registrar's office (870) 248-4015