

# Accounting Technology Associate of Applied Science

START  
HERE



## Milestone Courses

Should be taken in the order shown. This will help you stay on track and graduate on time.

### Semester 1

| Course Number     | Course Name                  | Credits | Milestone | Completed                |
|-------------------|------------------------------|---------|-----------|--------------------------|
| College Writing I | Pick one: ENGL 1200‡ or 1201 | 4-5     |           | <input type="checkbox"/> |
| CIS 1101          | Business Computer Systems I  | 3       |           | <input type="checkbox"/> |

**Total Credits: 7**

### Semester 2

| Course Number      | Course Name                  | Credits | Milestone | Completed                |
|--------------------|------------------------------|---------|-----------|--------------------------|
| ACCT 2111          | Financial Accounting         | 4       |           | <input type="checkbox"/> |
| College Writing II | Pick one: ENGL 1202 or 1203‡ | 2-3     |           | <input type="checkbox"/> |
| BUS 1100           | Introduction to Business     | 3       |           | <input type="checkbox"/> |

**Total Credits: 9**

### Semester 3

| Course Number  | Course Name                               | Credits | Milestone | Completed                |
|----------------|---|---------|-----------|--------------------------|
| COMM 1010      | Fundamentals of Public Speaking           | 3       |           | <input type="checkbox"/> |
| MnTC Electives | MnTC Electives from at least 3 Goal Areas | 3       |           | <input type="checkbox"/> |

**Total Credits: 6**

### Semester 4

| Course Number | Course Name                            | Credits | Milestone | Completed                |
|---------------|--|---------|-----------|--------------------------|
| ACCT 2112     | Managerial Accounting                  | 4       |           | <input type="checkbox"/> |
| CIS 1260      | Business Communications and Technology | 3       |           | <input type="checkbox"/> |

**Total Credits: 7**

### Semester 5

| Course Number | Course Name                             | Credits | Milestone | Completed                |
|---------------|---|---------|-----------|--------------------------|
| ACCT 2230     | Computerized Accounting with QuickBooks | 3       |           | <input type="checkbox"/> |
| BUS 2200      | Principles of Management                | 3       |           | <input type="checkbox"/> |
| BUS 2600      | Principles of Marketing                 | 3       |           | <input type="checkbox"/> |

**Total Credits: 9**

(Semester 6 continues on the next page)

## Helpful Hints

‡ ENGL 1200 corequisite ‡ENGL 1001– College Writing I Workshop  
ENGL 1203 corequisite ‡ENGL 1002– College Writing II Workshop

-Before BUS 2600, take BUS 1100 and CIS 1101

-Before ACCT 2300, take ACCT 2111, ACCT 2112, and CIS 1220.

-Although not required, consider CIS 1000 if you are fairly new to Microsoft Office Suite applications and or would like more typing skills

-For ACCT 2230, completion of CIS 1101 or computer experience is recommended

-Business Principles Certificate – Course cross over

- BUS 1100 Introduction to Business
- BUS 2200 Principles of Management
- BUS 2600 Principles of Marketing

-Accounting Skills Certificate – Course cross over

- ACCT 2111 Financial Accounting
- ACCT 2112 Managerial Accounting
- CIS 1101 Business Computer Systems I
- CIS 1220 Decision Making Excel
- CIS 1260 Business Communications and Technology

## Semester 6

| Course Number | Course Name                   | Credits | Milestone | Completed                |
|---------------|-------------------------------|---------|-----------|--------------------------|
| BUS 1300      | Legal Environment of Business | 3       |           | <input type="checkbox"/> |
| CIS 1220      | Decision Making Excel         | 3       |           | <input type="checkbox"/> |

**Total Credits: 6**

## Semester 7

| Course Number | Course Name                  | Credits | Milestone | Completed                |
|---------------|------------------------------|---------|-----------|--------------------------|
| ACCT 2250†    | Small Business Payroll       | 2       |           | <input type="checkbox"/> |
| ACCT 2260†    | Small Business Income Tax    | 2       |           | <input type="checkbox"/> |
| ECON 1070     | Principles of Microeconomics | 3       |           | <input type="checkbox"/> |

**Total Credits: 7**

## Semester 8

| Course Number  | Course Name                               | Credits | Milestone | Completed                |
|----------------|---|---------|-----------|--------------------------|
| ACCT 2300      | Accounting Capstone                       | 4       |           | <input type="checkbox"/> |
| MnTC Electives | MnTC Electives from at least 3 Goal Areas | 5       |           | <input type="checkbox"/> |

**Total Credits: 9**

**Program Credit Total: 60**



**Disclaimer:** This roadmap represents one possible pathway through the program, so please make an appointment with your Academic Advisor to create an education plan that is customized to meet your needs. This information subject to change.

✳ Leaf/Dagger (†) means the class is only offered Fall semester. ✨ Flower/Asterisk (\*) means the class is only offered Spring Semester. Double Dagger (§) means the course has a corequisite that must be taken at the same time