## **Accounting**

Certificate

(TSI-Waived Program)

The Accounting Certificate prepares students for entry-level bookkeeping, accounting (accounts receivable, accounts payable, payroll, etc.), data entry, auditing, and tax preparation positions. Hours earned on this basic certificate may be applied toward the Office Professional and General Business degrees.

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Semester I		Semester II	
ACNT 1311 BUSI 1301 EDUC 1100	ACNT 1303 or ACCT 2301 Introduction to Computerized Accounting Business Principles Learning Framework	POFI 1349 POFT 1321	ACNT 1304 or ACCT 2302 Spreadsheets Business Math
	10		

**Total Credits 19**