# PROGRAM PLAN OF STUDY

## TERM:
FY16/17

## WEEKS OF INSTRUCTION:
40

## EFFECTIVE DATE:

## OCAS CODE:
9258

## STATE PROGRAM NAME:
Accounting

## CIP CODE:
52.0302

## CLUSTER:
Finance

## CM CODE:FN0010005

## LOCAL PROGRAM NAME:
Accounting

## SOC CODE:
43-3031.00

## COHORT:
Allday Adult Aug

## CTSM:
BPA

## TUITION RATE:
HR/$4.00

## PID #:
28151

## ROOM #:

## CAMPUS:
Peoria

## DISTANCE EDUCATION PERCENTAGE:
10%

## REQUIRED GRADE:
"C" or better

## INSTRUCTOR (S):
Debbie Wiginton

## STUDENT NAME & ID#:

## STUDENT TYPE:
Adult

## CLASS SCHEDULE:

<table>
<thead>
<tr>
<th>COURSE #</th>
<th>OCAS CODE</th>
<th>ACAD CRE</th>
<th>OHLAP CREDIT</th>
<th>COURSES</th>
<th>THEORY</th>
<th>LAB</th>
<th>TOTAL</th>
<th>START DATE</th>
<th>END DATE</th>
<th>#DAYS</th>
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**Options- Take 1**

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**TOTAL HOURS**: 140 460 600

### B & I CERTIFICATIONS

1. Accounts Payable
2. Accounts Receivable Clerk
3. Payroll Clerk
4. Full-Charge Bookkeeper
5. Quickbooks
6. Data Entry 10-key
7. Business Math
8. Accounts Payable Fundamentals

### COMMENTS:

### SIGNATURES:

Student:
Instructor:
Instructional Coordinator:
Administrative:

Date Printed: 9/20/2016
Revised: 9/20/2016