



**10-101-1 ACCOUNTING
31-101-1 ACCOUNTING ASSISTANT
2017-18 PROGRAM CURRICULUM CHECKLIST
WITC-ASHLAND, NEW RICHMOND, RICE LAKE, SUPERIOR, ONLINE**



Name/ID _____

Date _____

CATALOG NUMBER	COURSE TITLE	HRS/WK	CR	TAX PREPARER ASSISTANT PATHWAY CERTIFICATE (61-101-2)	BILLING AND POSTING CLERK TECHNICAL DIPLOMA (30-101-4)	ACCOUNTING ASSISTANT TECHNICAL DIPLOMA (31-101-1)	ACCOUNTING ASSOCIATE DEGREE (10-101-1)	DATE COMPL	TRANSFER OR GRADE
	FIRST TERM					<i>Financial Aid Eligible</i>	<i>Financial Aid Eligible</i>		
10101101	Financial Accounting 1	5	4						
10103146	MS Word A	2	1						
10103151	MS Excel A	2	1						
10103152	MS Excel B Coreq: 10103151 MS Excel A	2	1						
10801198 or 10801196	Speech or Oral/Interpersonal Communication	3	3						
10804123	Math with Business Applications Prereq: Established score on placement assessment or 10834109 Pre-Algebra	3	3						
10809198 or 10809188	Introduction to Psychology or Developmental Psychology	3	3						
	TERM TOTAL			4	7	16	16		



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SECOND TERM									
10101103	Financial Accounting 2 Prereq: 10101101 Financial Accounting 1	5	4						
10101123	Income Tax Accounting	4	4						
10101124	Payroll Systems and Accounting Prereq: 10101101 Financial Accounting 1	3	3						
10101174	QuickBooks Accounting - Beginning Prereq: 10101101 Financial Accounting 1 or 10101176 Financial Accounting 1A	3	2						
10103162	MS Access A	2	1						
10801136	English Composition 1 Prereq: Established scores on placement assessments or Coreq: 10831103 Intro to College Writing	3	3						
10890105	Job Quest <i>(Accounting Assistant ONLY - Accounting Associate Degree will complete in Fourth Term)</i>	1	1						
	TERM TOTAL			6	6	14	17		

All prerequisite/corequisite courses must be completed with a grade point of 2.0 or better.

Revised 3/10/2017



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THIRD TERM									
10101105	Intermediate Accounting 1 Prereq: 10101103 Financial Accounting 2 and 10103152 MS Excel B	5	4						
10101138	Budgeting and Cost Control	2	2						
10101172	Accounting Applications Using Excel Prereqs: 10101103 Financial Accounting 2, and 10103152 MS Excel B	2	1						
10105125	Business Law	3	3						
10809195	Economics	3	3						
	TERM TOTAL						13		
FOURTH TERM									
10101107	Intermediate Accounting 2 Prereq: 10101105 Intermediate Accounting 1	5	4						
10101121	Cost and Managerial Accounting Prereqs: 10101101 Financial Accounting 1 and 10103152 MS Excel B	5	4						
10101175	Accounting Systems Coreq: 10101107 Intermediate Accounting 2	2	2						
10196191	Supervision	3	3						
10890105	Job Quest	1	1						
	TERM TOTAL						14		
	PROGRAM REQUIREMENTS			10	13	30	60		

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Select the curriculum checklist based on the academic year you begin enrollment in your program. Students admitted mid-year (January) and/or any student who takes courses out of sequence are not guaranteed course availability in all terms of the program. Enrollment in additional terms may be required to complete graduation requirements.

Please be advised that low enrollment class sections may be cancelled. You will be contacted by Student Services with information on other class sections available in alternate formats.

WITC GENERAL STUDIES COURSE OPTIONS FOR WITC ASSOCIATE DEGREE PROGRAMS

Specific General Studies courses are scheduled as requirements for this program. If you have completed General Studies coursework at another Wisconsin technical college, please refer to the Acceptable Transfer Course document at the following link (find your program) to see if your previous coursework will transfer <http://www.witc.edu/pgmpages/genstudies/curriculum.php>. If you have completed General Studies coursework at WITC in a prior term, the same options will apply for your program requirements.

ELECTIVE REQUIREMENTS: To meet the elective credit requirements for this program, you will be required to take associate degree level coursework, i.e., catalog numbers beginning with a 10 (with the exception of General College courses 10831103, 10834109, 10835103, and 10838104).

GRADUATION REQUIREMENTS: *Although your academic advisor can provide guidance, you are ultimately responsible for selecting courses that meet a program's graduation requirements. If you do not take courses in the recommended sequence above, it may delay your completion of graduation requirements. A program plan grade point of 2.0 in a 4.0 grade system is required to graduate. A grade point of 2.0 or better is needed in all required (10101XXX) courses.*

CERTIFICATE REQUIREMENTS: *Although your academic advisor can provide guidance, you are ultimately responsible for selecting courses that meet a certificate's completion requirements. This certificate requires a GPA of 2.0 in a 4.0 grade system to complete.*

EARN CREDIT FOR WHAT YOU ALREADY KNOW: Visit <http://www.witc.edu/academics/transfer/priorlearn.htm> for more information