

# FINANCIAL ACCOUNTING CERTIFICATE

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**Division: Business and Computer Information Systems**

**PROGRAM CODE:** 2C40991

The **Financial Accounting Certificate** program emphasizes developing an advanced understanding of accounting principles, analytical skills and the capacity to solve problems. The objective of the program is to prepare students for a professional entry-level career within a focus area of accounting by building both technical and soft skills. Some career opportunities include accountant, bookkeeper, data-entry clerk, financial staff accountant, cost accountant, and general office clerk. A minimum grade of C is required in each course taken. This certificate requires 18 units.

Code	Title	Units
<b>Required Courses (15 units):</b>		
ACCT 101AF	Financial Accounting	5
or ACCT 102HF	Honors Financial Accounting	
ACCT 201AF	Intermediate Accounting	5
ACCT 201BF	Intermediate Accounting	5
<b>Restricted Electives (3 units):</b>		<b>3</b>
ACCT 107 F	Computerized Accounting with QuickBooks	3
ACCT 110 F	Payroll Accounting	3
ACCT 203 F	Auditing	3
ACCT 204 F	Analysis of Financial Statements	3
ACCT 205 F	Ethics in Accounting	3
ACCT 230 F	Excel for Accountants	3
<b>Total Units</b>		<b>18</b>

**Outcome 1:** Analyze and record accounting transactions.

**Outcome 2:** Analyze and record accounting adjustments in accordance with Generally Accepted Accounting Principles.

**Outcome 3:** Prepare, analyze and interpret basic financial statements.

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