

CERTIFICATE IN ACCOUNTING AND BOOKKEEPING

Program Structure

Designed to be a standalone certificate, the program consists of a series of courses that cover essential concepts, tools, and techniques relevant to the certificate's focus area. The curriculum focuses on developing knowledge that is both relevant and applicable to various professional settings. Students must complete all required coursework to earn the certificate.

Eligibility Requirements

Enrollment in this certificate program is exclusively for students who are not in any degree program. Eligibility is contingent upon maintaining good academic standing within their primary program and a GPA that meets or exceeds the department's requirements.

| COURSE | TITLE | S.H. |
|------------------------------------|--|--------------|
| YSU 1500 | Success Seminar | 1-2 |
| or YSU 1500S | Youngstown State University Success Seminar | |
| or HONR 1500 | Intro to Honors | |
| ENGL 1550 | Writing 1 | 3-4 |
| or ENGL 1549 | Writing 1 with Support | |
| ACCT 2602 | Financial Accounting | 3 |
| ACCT 2603 | Managerial Accounting | 3 |
| ACCT 4813 | Federal Taxation 1 | 3 |
| ACCT 4860K | Spec Tpcs Comp Acct Quickbooks | 3 |
| ACCT 4860V | Special Topics in Accounting Payroll Accounting | 3 |
| ACCT or FIN 3000-5000 level course | | 3 |
| BUS 2600 | Business Applications of Microsoft Excel | 3 |
| BUS 2610 | Collaborating, Writing, & Presenting in Business | 3 |
| BUS 3700 | Business Analytics | 3 |
| or ECON 3788 | Advanced Business Analytics | |
| or STAT 2601 | Introductory Statistics | |
| Total Semester Hours | | 31-33 |