

Recommended Sequence of Courses - Fall Start 4 Semester

Program of Study: Business: Accountant Assistant
Department: Business Administration Department
Coordinator: Gina Lord 527-4206 glord@santarosa.edu
Effective: Fall 2016

**Course offerings subject to change. Please consult current
 Schedule of Classes.**

**This document is for planning purposes only and is not a
 guarantee of course offerings**

Course Number	Course Title	Units				Prerequisites/ Advisories	In Person	Online	Hybrid	Day	Evening	Weekend
			Fall	Spring	Summer							
First Semester (Fall)												
BAD 1	Financial Accounting	4.0	x	x	x		x	x		x	x	x
BAD 53	Solving Problems with Spreadsheets	1.5	x	x	x		x	x		x	x	x
BBK 53.1	Quickbooks	1.5	x	x			x	x	x		x	
BBK 53.2	Quickbooks level 2	1.5	x	x			x	x	x		x	
First Semester Unit Total:		8.5										
Second Semester (Spring)												
BAD 2	Managerial Accounting	4.0	x	x	x	BAD 1	x	x		x	x	x
BAD 18	Legal Environment of Business	3.0	x	x	x		x	x		x	x	
Second Semester Unit Total:		7.0										
Third Semester (Fall)												
BAD 55	Intermediate Accounting	3.0	x			BAD 2	x				x	
BAD 59	Federal Income Tax Law	3.0	x			BAD 1 or BBK 51	x				x	
Third Semester Unit Total:		6.0										
Fourth Semester (Spring)												
BAD 57	Cost Accounting	3.0		x		BAD 2						
Fourth Semester Unit Total:		3.0										
Electives												
BAD 10	American Business in Its Global Context	3.0	x	x	x		x	x		x	x	
BAD 52	Human Relations in Organizations	3.0	x	x	x		x			x	x	
BAD 56	Fund Accounting	3.0		x		BAD 1	x				x	
BBK 50	Computerized Bookkeeping and Accounting 1	3.0	x	x			x	x		x		
BBK 51	Computerized Bookkeeping and Accounting 2	3.0		x		BBK 50	x	x		x		
Complete at least X units from above		6.0										
Minimum units to meet program requirements:		30.5										

Notes: * = Every Other Semester

In Person = Traditional Classroom setting

Online = Class is taught using an online format

Hybrid = Course is taught using a combination of in-person and online formats

Day = In person courses that begin at 7:00am or later

Evening = In person courses that begin at 5:00pm or later

Weekend = In person courses taught on Saturday and/or Sunday

Recommended Sequence of Courses - Spring Start 4 Semester

Program of Study: Business: Accountant Assistant
Department: Business Administration Department
Coordinator: Gina Lord 527-4206 glord@santarosa.edu
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Course Number	Course Title	Units				Prerequisites/ Advisories						
			Fall	Spring	Summer		In Person	Online	Hybrid	Day	Evening	Weekend
First Semester (Spring)												
BAD 1	Financial Accounting	4.0	x	x	x		x	x		x	x	x
BAD 53	Solving Problems with Spreadsheets	1.5	x	x	x		x	x		x	x	x
BBK 53.1	Quickbooks	1.5	x	x			x	x	x		x	
BBK 53.2	Quickbooks level 2	1.5	x	x			x	x	x		x	
First Semester Unit Total:		8.5										
Second Semester (Summer)												
BAD 2	Managerial Accounting	4.0	x	x	x	BAD 1	x	x		x	x	x
BAD 18	Legal Environment of Business	3.0	x	x	x		x	x		x	x	
Second Semester Unit Total:		7.0										
Third Semester (Fall)												
BAD 55	Intermediate Accounting	3.0	x			BAD 2	x				x	
BAD 59	Federal Income Tax Law	3.0	x			BAD 1 or BBK 51	x				x	
Third Semester Unit Total:		6.0										
Fourth Semester (Spring)												
BAD 57	Cost Accounting	3.0		x		BAD 2						
Fourth Semester Unit Total:		3.0										
Electives												
BAD 10	American Business in Its Global Context	3.0	x	x	x		x	x		x	x	
BAD 52	Human Relations in Organizations	3.0	x	x	x		x			x	x	
BAD 56	Fund Accounting	3.0		x		BAD 1	x				x	
BBK 50	Computerized Bookkeeping and Accounting 1	3.0	x	x			x	x		x		
BBK 51	Computerized Bookkeeping and Accounting 2	3.0		x		BBK 50	x	x		x		
Complete at least X units from above		6.0										
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