

Occupational Endorsement Certificate in Bookkeeping

The Occupational Endorsement Certificate (OEC) in Bookkeeping prepares students to record and analyze accounting transactions. Students will gain a fundamental understanding of current and long-term assets and current and long-term liabilities. In addition, students will gain experience with a computerized accounting program.

Admission Requirements

- Complete the Admission Requirements for Occupational Endorsement Certificates (<http://catalog.uaa.alaska.edu/academicpoliciesprocesses/admissions/undergraduate/>).

Graduation Requirements

- Complete the General University Requirements for Occupational Endorsement Certificates (<http://catalog.uaa.alaska.edu/undergraduateprograms/oecrequirements/>).
- Complete the following major requirements with a minimum grade of C:

Code	Title	Credits
ACCT A101	Principles of Financial Accounting I	3
ACCT A102	Principles of Financial Accounting II	3
ACCT A222	Introduction to Computerized Accounting	3
BA A151	Business Foundations	3
BADA A110	Computer Concepts in Business	3
CIOS A135A	Spreadsheets I: MS Excel	1
Total		16

A minimum of 16 credits is required for this certificate.