

# Accounting, Certificate of Proficiency

Visit the Accounting Department page (<https://www.uvu.edu/woodbury/accounting/>) for more information on the program and access to advising.

## Program Description

The Certificate of Proficiency in Accounting prepares people for employment in entry-level accounting positions, whether or not they have obtained a degree. The certificate also allows those individuals who earned degrees outside of accounting to obtain a credential to increase their value to their current or future employers.

## Program Requirements

Code	Title	Credit Hours
<b>Total Credit Hours</b>		<b>16</b>
<b>Discipline Core Requirements</b>		<b>16 Credits</b>
ACC 2110	Principles of Accounting I	3
ACC 2120	Principles of Accounting II <sup>1</sup>	3
ACC 2125	Introduction to the Accounting Profession	1
ACC 2250	Business Accounting I	3
ACC 2500	Data Analytics in Accounting	3
MGMT 2400	Data Analytics for Business	3

<sup>1</sup> No grade requirement in ACC 2120 to obtain an accounting certificate, but must have a grade of B- or higher to go on for an accounting bachelor degree

## Graduation Requirements

1. Completion of a minimum of 16 credits required for a Certificate.
2. Overall GPA of 2.5 required with no grade lower than a "C-" in any class.
3. Residency hours – Minimum of 4 hours through course attendance at UVU

## Graduation Plan

This graduation plan is a sample plan and is intended to be a guide. Your specific plan may differ based on your Math and English placement and/or transfer credits applied. You are encouraged to meet with an advisor and set up an individualized graduation plan in Wolverine Track (<http://www.uvu.edu/wolverinetrack/>).

First Year		Credit Hours
<b>Semester 1</b>		
ACC 2110	Principles of Accounting I	3
ACC 2125	Introduction to the Accounting Profession	1
MGMT 2400	Data Analytics for Business	3
<b>Credit Hours</b>		<b>7</b>
<b>Semester 2</b>		
ACC 2120	Principles of Accounting II	3
ACC 2250	Business Accounting I	3
ACC 2500	Data Analytics in Accounting	3
<b>Credit Hours</b>		<b>9</b>
<b>Total Credit Hours</b>		<b>16</b>

An online graduation plan offers students a flexible yet structured approach to their academic journey. While this sample serves as a general guideline, individual plans may differ based on Math and English placement scores. Meeting with an academic advisor is strongly recommended to customize plans and ensure all graduation requirements are met.

Courses marked with an asterisk (\*) are Certified Online Courses, meeting UVU's high standards for quality and accessibility.

Course	Title	Credit Hours
<b>First Year</b>		
<b>Semester 1</b>		
ACC 2110	Principles of Accounting I *	3
ACC 2125	Introduction to the Accounting Profession	1
MGMT 2400	Data Analytics for Business	3
<b>Credit Hours</b>		<b>7</b>
<b>Semester 2</b>		
ACC 2120	Principles of Accounting II	3
ACC 2250	Small Business Accounting *	3
ACC 2500	Data Analytics in Accounting	3
<b>Credit Hours</b>		<b>9</b>
<b>Total Credit Hours</b>		<b>16</b>

## Program Learning Outcomes

1. Process and apply accounting transactions into an accounting system.
2. Prepare the basic financial statements manually and within an accounting system.
3. Analyze results of financial information via ratios, relationships, and variance analysis to aid decision making.

## Tax preparers

- Total Positions 103,800
- Field Growth 4.2%
- Median Salary \$49,010
- Average Openings 12.2

## Bookkeeping, accounting, and auditing clerks

- Total Positions 1,663,800
- Field Growth -5.0%
- Median Salary \$47,440
- Average Openings 174.9

## Payroll and timekeeping clerks

- Total Positions 160,300
- Field Growth -15.1%
- Median Salary \$52,240
- Average Openings 12.8

## Brokerage clerks

- Total Positions 49,700
- Field Growth -2.8%
- Median Salary \$60,150
- Average Openings 5.5

## Statistical assistants

- Total Positions 7,900
- Field Growth 0.2%
- Median Salary \$50,510
- Average Openings 0.9