

COLLEGE OF
MARIN



Applied Accounting

There are excellent and increasing opportunities for men and women in all areas of the accounting field. This program provides training for entry-level bookkeepers, as well as individuals with bookkeeping experience who wish to gain a better conceptual background in accounting and finance.

Job Opportunities

WHAT JOBS ARE AVAILABLE IN THIS FIELD?	HOW MUCH DO THEY EARN PER YEAR?	HOW MANY PEOPLE CURRENTLY WORK IN THIS POSITION IN THE AREA?	HOW MANY NEW JOBS WILL OPEN BY 2022 IN THE AREA?	GROWTH INDICATOR
Bookkeepers, Accounting Assistants, and Auditing Clerks*	\$48,526 yearly	15,372	508	▲ Positive

Bookkeepers, Accounting Assistants, and Auditing Clerks compute, classify, and record numerical data to keep financial records complete. Perform any combination of routine calculating, posting, and verifying duties to obtain primary financial data for use in maintaining accounting records. May also check the accuracy of figures, calculations, and postings pertaining to business transactions recorded by other workers.

To explore these professions in more detail or find out about other growing professions, visit onetonline.org. The College of Marin Career and Technical Education department can be contacted at (415) 457-8811 x8200 for more information about this and other Workforce and Career Technical Education programs.

*Labor data and potential median income sourced from Economic Modeling Specialists International (economicmodeling.com) and includes the North Bay Region and San Francisco County. For more information about graduation rates, median debt of students who have completed the program, and other important information, visit www1.marin.edu/gainful-employment.

Program

CERTIFICATE PROGRAM LENGTH	ESTIMATED TUITION AND FEES*	ESTIMATED BOOKS AND SUPPLIES*
2 Semesters	\$1212.00	\$1200.00

*These expenses may not reflect your actual cost to attend College of Marin. For information about opportunities for financial aid, please contact Enrollment Services at (415) 457-8811 Ext. 8822 or via email admissions@marin.edu.

Applied Accounting projected course rotation

CLASS TITLE	COMPLETED	COURSE #	COURSE UNITS	SEMESTER OFFERED	DAYS OFFERED	TIME OF CLASS	REQUIRED FOR CERTIFICATE
SEMESTER 1			(13)				
Introduction to Business	<input type="checkbox"/>	BUS 101	3	Fall, Spring	M-R	Morning, Afternoon, Evening	X
Applied Computerized Accounting	<input type="checkbox"/>	BUS 115	3	Fall, Spring	M	Evening	X
Applied Spreadsheet Design	<input type="checkbox"/>	CIS 171	3	Fall	R	Evening	X
Financial Accounting	<input type="checkbox"/>	BUS 112	4	Fall, Spring	M-R, S	Morning, Afternoon, Evening	X
SEMESTER 2			(11)				
Managerial Accounting	<input type="checkbox"/>	BUS 113	5	Fall, Spring	M-R	Afternoon, Evening	X
Introduction to Computer Information Systems	<input type="checkbox"/>	CIS 110	3	Fall, Spring	M-R	Morning, Evening	X
Elective	<input type="checkbox"/>	Select	3				X
UNITS REQUIRED			(24)				

Elective Course Options

CLASS TITLE	COMPLETED	COURSE #	COURSE UNITS	SEMESTER OFFERED	DAYS OFFERED	TIME OF CLASS
Marketing	<input type="checkbox"/>	BUS 124	3	Fall	MW	Morning
Business Law	<input type="checkbox"/>	BUS 107	3	Fall, Spring	M-R	Morning, Evening
Business Communication	<input type="checkbox"/>	BUS 144	3	Fall, Spring	Online	Online
Supervision and Management	<input type="checkbox"/>	BUS 150	3	Spring	M, W	Afternoon
Principles of Macroeconomics	<input type="checkbox"/>	ECON 101	3	Fall	M-R	Morning, Evening
Principles of Microeconomics	<input type="checkbox"/>	ECON 102	3	Fall	M-R	Afternoon, Evening

For assistance with creating your educational plan and choosing the program that is right for you, see your counselor. To schedule an appointment, call the counseling office at (415) 485-9432.