COUNTY COLLEGE OF MORRIS
CURRICULUM CHECK SHEET **#0347**
Requirements for Graduation **BOOKKEEPING**
Certificate of Achievement **Certificate of Achievement**

FALL 2026

COURSE	CODE	CR	GR	TR
Computerized Accounting	ACC 105	3		
Principles of Accounting I	ACC 111	3		
Principles of Accounting II	ACC 112	3		
Payroll Accounting	ACC 203	3		
	TOTAL	12		

NOTES:

This is an unofficial document and should be used for academic planning purposes only. All students are required to see their Academic Advisor each semester to discuss and approve their selection of courses before they register. For more information contact an Academic Advisor in the Business Department in Cohen Hall, CH 204, (973) 328-5656.

The Bookkeeping Certificate of Achievement is designed for students interested in entering the field of bookkeeping, or as an additional credential for practicing accountants. The Certificate of Achievement will provide the academic foundation necessary for a position as a bookkeeper.
Upon completion, the Bookkeeping Certificate offers three opportunities to obtain professional certification:
-The Certified Bookkeeper Exam American Institute of Professional Bookkeepers (AIPB)
-The Fundamental Payroll Certification - American Payroll Association (APA)
-QuickBooks Certification.

Certificate of Achievement awarded after successful completion of all courses with an overall average of 2.0 or better.

*Students should consult their academic advisor when selecting this course.

Please note some of the courses have pre-requisites. Please consult the course catalog.