

**Business Administration Program  
Maysville Community & Technical College  
Certificate**

**Open Admissions**

Program and Management Option Coordinator:  
Wendy Noble  
Email: [wendy.noble@kctcs.edu](mailto:wendy.noble@kctcs.edu)  
Contact Information: Office: Administration Bldg. A-308F  
Phone: (606) 759-7141 Ext. 66160

Accounting Option Advisor:  
Natasha Maddox  
[natasha.maddox@kctcs.edu](mailto:natasha.maddox@kctcs.edu)  
Office Administration Bldg. A-308D  
Ext. 66162

---

**Accounting Certificate [Certificate Code – 5202013239]**

Required:

\_\_\_\_\_ACC 201 Financial Accounting I (3)

\_\_\_\_\_ACC 202 Managerial Uses of Accounting Information (3)

Choose 12 credit hours from the following approved Technical Courses:

- \_\_\_\_\_ACT 196 Payroll Accounting (3)
- \_\_\_\_\_ACT 279 Computerized Accounting Systems (3)
- \_\_\_\_\_ACT 281 Individual Taxation (3)
- \_\_\_\_\_ACT 286 Financial Accounting Topics (3)
- \_\_\_\_\_ACT 290 Selected Topics in Accounting (3)
- \_\_\_\_\_BAS 120 Personal Finance (3)
- \_\_\_\_\_BAS 212 Introduction to Financial Management
- \_\_\_\_\_CIT 230 Advanced Microcomputer Applications (3)
- \_\_\_\_\_COE 199 Cooperative Education: Business Administration

*Students may select other technical courses approved by the Business Administration Program Coordinator.*

**18 TOTAL CREDIT HOURS**

Note:

	Math	Reading	Writing
ACT	18	18	18
COMPASS	30 (Algebra)	81	70