



## Program description

Interested in a rewarding career that makes a difference? Accounting is the language of business and is used to explain the financial results of companies that range from small business to Fortune 500 companies in size. At Highline, the AAS in accounting will prepare you for work in a variety career paths by introducing you to accounting fundamentals such as bookkeeping, tax preparation, and payroll. With courses offered in the evenings, on the weekend, and online, the program meets the needs of individuals who are working professionals and future students.

## Key advisors

Nikolay Barkov, [nbarkow@highline.edu](mailto:nbarkow@highline.edu)  
Cathy Cartwright, [ccartwright@highline.edu](mailto:ccartwright@highline.edu)  
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## Program map

The following program map contains recommended courses to complete your [AAS in Accounting](#) degree. This document does not replace meeting with an advisor. In order to discuss your educational goals and plan, a meeting with an advisor is very important.

### First block:

Courses: 15 credits	Credits	Complete?
ACCTG 121 - Practical Financial Accounting	5	
ENGL& 101 - English Composition	5	
BUSN 216 - Business Computer Applications	5	

#### Action items/milestones

- Meet with Pathway advisor, attend Pathway Advising Days, to confirm your Program of Study and Academic Plan.

### Second block:

Courses: 15 credits	Credits	Complete?
ACCT& 201 - Principles of Accounting I	5	
BUSN 135 - Business Math	5	
BUSN 218 - Spreadsheet Construction	5	

### Third block:

Courses: 15 credits	Credits	Complete?
ACCT& 202 - Principles of Accounting II	5	
ECON& 201 - Microeconomics	5	
PHIL 110 - Introduction to Ethics <b>OR</b> BUSN 190 - Business Ethics & Sustainability	5	

#### Action items/milestones

- Meet with assigned faculty advisor prior to registering beyond 45 credits.

### Fourth block:

Courses: 15 credits	Credits	Complete?
ACCT& 203 - Principles of Accounting III	5	
BUS& 201 - Business Law	5	
ACCTG 124 - Accounting with QuickBooks <b>OR</b> ACCTG 145 - Business Taxes and Payroll Accounting	5	

### Fifth block:

Courses: 15 credits	Credits	Complete?
ACCTG 124 - Accounting with QuickBooks <b>OR</b> ACCTG 145 - Business Taxes and Payroll Accounting	5	
ENGL& 235 - Technical Writing, <b>OR</b> BSTECH 185 - Business Correspondence	5	
BUSN 160 - Human/Labor Relations, <b>OR</b> other approved by advisor	5	

#### Action items/milestones

- Meet with Faculty Advisor at or prior to completion of 75 credits.

### Sixth block:

Courses: 15 credits	Credits	Complete?
CMST&101 - Introduction to Communication, <b>OR</b> ACCTG 140 - CO-OP Work Experience	5	
BUSN 270 - Principles of Management & Supervision	5	
ACCT 217 – Individual Income Tax Procedures	5	

#### Action items/milestones

- Apply for graduation and register for commencement.