

**Accounting Technology** 520302 ACT  
**Career Certificate**

Available: Shoals Campus  
 Advisors: P. Hogan (5232) [hogan@nwsc.edu](mailto:hogan@nwsc.edu)  
 E. Carter (5277) [cartere@nwsc.edu](mailto:cartere@nwsc.edu)

Accounting Technology is designed to meet the need for personnel in a broad range of accounting fields, including accounting systems, recordkeeping, financial statements, payroll accounting, and other areas.

The certificate is designed for the student who does not intend to transfer to a four-year institution but intends to seek immediate employment. This certificate is appropriate for students who are employed and wish to gain a better understanding of accounting.

**Entering students are required to complete ORI 101. Transfer students are exempt from this requirement.**

General Education Requirements	Semester Hours
**ENG 101 English Composition I .....	3
MTH 116 Mathematical Applications .....	3
OAD 125 Word Processing .....	3
OAD 133 or BUS 215 Business Communications .....	3
<b>Total General Education Requirement .....</b>	<b>12</b>

**Major Requirements**

ACT 104 Introduction to Business .....	3
ACT 115 Introduction to Accounting Computer Resources ...	3
ACT 141 Basic Accounting Principles .....	3
ACT 142 Advanced Accounting Principles .....	3
ACT 246 Microcomputer Accounting .....	3
ACT 253 Income Tax .....	3
ACT 247 Advanced Accounting Applications on the Microcomputer .....	3
ACT 249 Payroll Accounting .....	3
ACT 256 Cost Accounting or BUS 248 Managerial Accounting .....	3
ACT 262 Directed Studies .....	3
<b>Total Major Requirements .....</b>	<b>30</b>

**Total Semester Credit Hours .....** 42

\*\*Keyboarding skills are essential for the successful completion of English 101.

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**Air Conditioning/Refrigeration** 150501 ACR  
**Technology**  
**Career Certificate**

Available: Shoals Campus  
 Advisors: J. Hackworth (5335) [joehackworth@nwsc.edu](mailto:joehackworth@nwsc.edu)

The health, comfort, and productivity of any nation is dependent upon air conditioning and refrigeration equipment. Air conditioning has become a necessity rather than a luxury in today's homes, offices, public buildings, and industries.

Air Conditioning/Refrigeration Technology covers the practical application of planning, installing, and servicing heating, air conditioning and refrigeration equipment in residential and commercial establishments.

The increased use of air conditioning and refrigeration in homes and work environments provides growing job opportunities in transportation, food preservation, manufacturing, space programs, medical services, and many others.

Transfer Students: Students may receive up to one semester for clock hours and credit units earned at another institution.

**Entering students are required to complete ORT 100. Transfer students are exempt from this requirement.**

	Semester		
	Theory	Lab	
COM 100 Introductory Technical English I	3	0	3
MAH 101 Introductory Mathematics I	2	2	3
ACR 111 Refrigeration Principles	2	3	3
ACR 112 HVACR Service Procedures	2	3	3
ACR 113 Refrigeration Piping Practices	1	5	3
ACR 119 Fundamentals of Gas Heating Systems	1	5	3
ACR 121 Principles of Electricity for HVACR	2	3	3
ACR 122 HVACR Electrical Circuits	2	3	3
ACR 123 HVACR Electrical Components	2	3	3
ACR 126 Commercial Heating Systems	2	3	3
ACR 132 Residential Air Conditioning	2	3	3
ACR 135 Mechanical/Gas/Safety Codes	2	3	3
ACR 148 Heat Pump System I	1	5	3
ACR 181 Parallel Refrigeration	2	3	3
ACR 203 Commercial Refrigeration	1	5	3
ACR 205 System Sizing and Air Distribution	2	3	3
ACR 209 Commercial Air Conditioning	2	3	3
ACR Elective			6
<b>Total Semester Credit Hours .....</b>			<b>57</b>

\*\*Transfer Credit: Students may receive up to one semester of Advanced Placement for Career Technical coursework completed at another institution.

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