

Postbaccalaureate Certificate in Accounting

Develop a practical and theoretical foundation in accounting while earning a certificate. Offered by the College of General Studies and the College of Business Administration, the 24-credit part-time evening program enables students to take the same subjects required for accounting majors in the Bachelor of Science in business administration program offered by the College of Business Administration.

Participants benefit from the academic instruction of the College of Business Administration and the nontraditional student services available through the College of General Studies. Credits earned may be counted toward certain state licensure requirements.

Who should participate:

Professionals who already have earned a bachelor's degree in any field and wish to develop careers in accounting or another business field in which substantial knowledge of accounting is an asset.

Upon completion of this certificate, participants will be able to:

- Share substantial knowledge of accounting.
- Enhance their careers in the business field.
- Meet many of the requirements to sit for the certified public accountant (CPA) examination in Pennsylvania.

This certificate is applicable to fields such as public accounting, auditing, taxation, corporate accounting, governmental accounting, and other careers in business that require a substantial knowledge of financial and/or managerial accounting.

Admission requirements

A bachelor's degree and a 2.75 or higher cumulative grade point average are required for admission to the program. A certificate application must be completed and returned to the College of General Studies. For an application and additional information on admissions guidelines, see www.cgs.pitt.edu. Credits earned at other accredited educational institutions will be evaluated for transfer. However, a minimum of 15 credits must be earned at the University of Pittsburgh. Students must earn a grade of C or better in all University accounting courses.

CPA preparation

Becoming a CPA in the state of Pennsylvania will require 150 credit hours of coursework, 36 credits of which must be in accounting, auditing, finance, tax, and business law. At that time, completing the certificate program will no longer be sufficient preparation to sit for the CPA exam. Please contact one of our advisors to discuss options for meeting these requirements while enrolled in the College of General Studies.

To learn about becoming a CPA in Pennsylvania, visit the Pennsylvania Institute of Certified Public Accountants Web site at www.picpa.org. You can also contact the Pennsylvania State Board of Accountancy for more information at 717-783-1414 or by E-mail at st-accountancy@state.pa.us.

Fees and tuition

Current tuition rates are available at www.ir.pitt.edu/tuition. Rates will change each July for the next academic year.

Payment plans

Discover, MasterCard, and American Express are all accepted for tuition payment via the web at <http://student-info.pitt.edu>. If you are employed, check with your company's human resources office to see whether you qualify for company tuition benefits. Optional payment plans and deferrals are available for participants who wish to extend tuition payments over a longer period of time.

Obtaining the certificate

To receive the certificate, you must fill out an application with your academic advisor prior to completing your last term in the program. Check with your academic advisor for the application filing form and deadline, and be sure all requirements for the certificate have been met. To avoid a late fee, you should complete this process when registering for the term.

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Curriculum: 24 credits

Students must complete their required courses and a minimum of one elective course for a total of 24 credits. A grade of C or better is required for all courses in the program. Students must follow the approved prerequisites for each course. All courses are three credits, and all courses are offered in the evenings.

Required courses

CDACCT	6030	Financial Accounting
CDACCT	6040	Managerial Accounting
CDACCT	6204	Intermediate Financial Reporting 1
CDACCT	6205	Intermediate Financial Reporting 2
CDACCT	6236	Accounting Information Systems
CDACCT	6238	Auditing
CDACCT	6242	Individual Tax Accounting

Electives

Take a minimum of one course

CDACCT	6210	Financial Statement Analysis
CDACCT	6221	Strategic Cost Management
CDACCT	6216	Advanced Financial Accounting
BUSENV	1760	Business Law

College of Business Administration

The College of Business Administration is the undergraduate division of the Joseph M. Katz Graduate School of Business. The college offers full- and part-time programs with majors in accounting, finance, general management, and marketing. The faculty are drawn from the Katz School, which is accredited by the Association to Advance Collegiate Schools of Business International.

College of General Studies

The College of General Studies provides adult and continuing education programs that are designed to address changing employer and student needs. The high-quality, flexible programs include degree completion, certificates, and enrichment courses. The college provides a single point of access to the University of Pittsburgh's innovative programs and services that both enrich lives and promote the economic health of the region.

Requirements subject to change. Check with an academic advisor before registering.

For more information, contact:

**University of Pittsburgh
College of General Studies
412-624-6600
www.cgs.pitt.edu**