

Part-time Delivery Schedule
Bookkeeping (BOKP)
Ontario College Certificate
ONLINE courses
Fall 2023 intake pathway



Graduation requirements: 9 Program Courses, 1 Program Option Course, 1 Communications Course, 1 General Education Course

Registration opens August 8, 2023

Recommended sequence: THREE courses per semester			
Program Semester	Course Code	Course Name	Term Offered
Sem 1	ACCT1000	Financial Accounting Principles 1	Fall 2023
Sem 1	COMP1003	Microcomputer Applications	Fall 2023
Sem 1	MATH1002	Mathematics of Finance	Fall 2023
Sem 1	COMMxxxx	Communications Course	Winter 2024
Sem 1	BUSI1019	Payroll Administration	Winter 2024
Sem 1	ENTR1002	Introduction to Entrepreneurship	Winter 2024
Sem 2	OPTION	Choose option course from list below	Summer 2024
Sem 2	ACCT1001	Financial Accounting Principles 2 (pre-requisite: ACCT1000 or ACCT1011)	Summer 2024
Sem 2	ACCT2003	Cost Accounting 1 (pre-req: ACCT1011 or ACCT1000)	Summer 2024
Sem 2	ACCT2012	Applied Excel	Fall 2024
Sem 2	GNEDxxxx	General Education	Fall 2024
Sem 2	FNCE2009	Taxation (pre-requisite: ACCT1011 or ACCT1000) NOTE: this is a two-way equivalent with ACCT2011	Fall 2024

** This schedule is subject to change**

Option courses – choose ONE	
OFAD2021	Executive Financial Management (pre-requisite: ACCT1000 or ACCT1011 or OFAD2014) <i>*this is a bookkeeping course which uses QuickBooks online*</i>
ACCT1016	Computerized Accounting (ODE) (pre-requisite: ACCT1000 or ACCT1011) <i>*this is a Sage 50 course*</i>

Completion Timeline

3 courses every semester – finish in under 1.5 years (4 semesters)
 Fall-Winter-Summer-Fall

Completion Timelines

2 courses every semester – finish in 2 years (6 semesters)

Fall-Winter-Summer-Fall-Winter-Summer

Recommended sequence: TWO courses per semester			
Program Semester	Course Code	Course Name	Term Offered
Sem 1	ACCT1000	Financial Accounting Principles 1	Fall 2023
Sem 1	COMP1003	Microcomputer Applications	Fall 2023
Sem 1	MATH1002	Mathematics of Finance	Winter 2024
Sem 1	COMMxxxx	Communications Course	Winter 2024
Sem 1	BUSI1019	Payroll Administration	Summer 2024
Sem 2	OPTION	Choose option course from list below	Summer 2024
Sem 2	ACCT1001	Financial Accounting Principles 2 (pre-requisite: ACCT1000 or ACCT1011)	Fall 2024
Sem 1	ENTR1002	Introduction to Entrepreneurship	Fall 2024
Sem 2	ACCT2012	Applied Excel	Winter 2025
Sem 2	ACCT2003	Cost Accounting 1 (pre-req: ACCT1011 or ACCT1000)	Winter 2025
Sem 2	GNEDxxxx	General Education	Summer 2025
Sem 2	FNCE2009	Taxation (pre-requisite: ACCT1011 or ACCT1000) NOTE: this is a two-way equivalent with FNCE2011	Summer 2025

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Questions?

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