# TUNXIS COMMUNITY COLLEGE - GRADUATION GUIDE
## ACCOUNTING CERTIFICATE

<table>
<thead>
<tr>
<th>COURSE NUMBER</th>
<th>COURSE TITLE</th>
<th>COURSE TITLE (ELECTIVES OR SUBS.)</th>
<th>S.H.</th>
<th>SEM.</th>
<th>GRADE POINTS</th>
<th>QUALITY</th>
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</thead>
<tbody>
<tr>
<td>ACC*113</td>
<td>Principles of Financial Accounting (a)</td>
<td>3</td>
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<td>ACC*241</td>
<td>Federal Taxes I</td>
<td>3</td>
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<tr>
<td>ACC*117</td>
<td>Principles of Managerial Accounting (a)</td>
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<tr>
<td>ACC*271</td>
<td>Intermediate Accounting I (a)</td>
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<tr>
<td>ACC*123</td>
<td>Accounting Software Applications (a)</td>
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<tr>
<td>ACC*272</td>
<td>Intermediate Accounting II (a)</td>
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**OFFICE USE ONLY**

- Total Program SH: 18
- Total Program SH & Quality Points Earned
- Total Program Grade Point Average

(a) Prerequisite and/or corequisite required.

Upon completion of 12 credits, this Guide must be signed below and filed with the Records Office. Failure to do so may result in a delayed reporting of your graduation status.

**STUDENT SIGNATURE:** ________________________________

**DATE:** _______

**ADVISOR SIGNATURE:** ________________________________

**DATE:** _______

**COLLEGE POLICY REQUIRES THAT STUDENTS WHO HAVE COMPLETED SIX CREDITS MUST TAKE THE COLLEGE PLACEMENT TEST IN ENGLISH AND MATHEMATICS AND MEET WITH A STAFF MEMBER TO ENROLL IN A PROGRAM.**

**NOTE:** SEE REVERSE SIDE FOR GRADUATION REQUIREMENTS
The following quality point averages must be earned by students for academic good standing:

1.50 GPA up to 11 Semester Hours  
1.70 GPA completion of 12-30 Semester Hours  
2.00 GPA completion of 31-60+ Semester Hours

Students with averages less than those cited may have their achievements reviewed by their advisor. Such a review may result in a modified program or other formal action.

**GRADUATION REQUIREMENTS - DEGREE AND CERTIFICATE STUDENTS**

In order to qualify for graduation, a student must be accepted in a degree or certificate program and have:

a. achieved a quality point average of 2.0 or more in the courses required for his/her program.  
b. Achieved a minimum grade of C- in Composition for all degree programs and where indicated for certificates.  
c. Filed with the Records Office, by March 1st or November 1st, a completed application for graduation.  
d. Filed with the Records Office a Program Guide signed by both the student and their advisor.  
e. Fulfilled all financial obligations to the College.  
f. Completed at least 25% of the minimum credit requirements for the degree or certificate at Tunxis Community College.

**Graduation Honors:** Graduation Honors will be awarded during the presentation of graduates. Honors are based on program grade point average. Honors criteria are listed as follows:

**AA/AS Degree - 30 credits at Tunxis**

3.90 – 4.00 = Highest Honors  
3.70 – 3.89 = High Honors  
3.40 – 3.69 = Honors

**Certificate - 15 credits at Tunxis**

3.50 = With Distinction

Note: Credits earned in developmental courses do not satisfy degree or certificate requirements.

**THE FINAL AND ONLY OFFICIAL EVALUATION WILL BE COMPLETED BY THE REGISTRAR SUBSEQUENT TO THE ADVISOR’S SIGNATURE.**