

BUSINESS STUDIES - ACCOUNTING

Program: BSTA
Credential: Certificate
Delivery: Part-time
Duration: 252 Hours
Effective: Fall 2025
Location: Barrie

Description

This program is designed to provide students with the fundamentals of accounting functions. Students can expect to acquire the knowledge, skills and attitude necessary for an entry-level position in a variety of business settings including small business ownership. Completing the six courses of this certificate provides students with a pathway to a Georgian College Business - Accounting diploma.

Career Opportunities

Graduates may work in a broad range of employment settings in all sectors of business and industry, including banks, small business, manufacturing firms, non-profit organizations, and self-employment.

Program Learning Outcomes

The graduate has reliably demonstrated the ability to:

1. record business transactions for sole proprietorships, partnerships, and corporations in accordance with Generally Accepted Accounting Principles (GAPP);
2. prepare period end adjusting entries and financial statements;
3. prepare bank reconciliations;
4. explain the terminology, basic concepts and principles of cost accounting;
5. prepare accounting transactions for job costing and process costing;
6. prepare a cost of goods manufactured statement;
7. record accounting transactions using computer software.

Admission Requirements

OSSD or equivalent with

- Grade 12 English (C or U)
- any Grade 11¹ or 12 Mathematics (C, M, or U)

¹ Minimum of 60% in Grade 11 College or University level Mathematics (MBF3C or MCF3M)

Mature students, non-secondary school applicants (19 years or older), and home school applicants may also be considered for admission. Eligibility may be met by applicants who have taken equivalent courses, upgrading, completed their GED, and equivalency testing. For complete details refer to: www.georgiancollege.ca/admissions/academic-regulations/ (<https://www.georgiancollege.ca/admissions/academic-regulations/>)

Applicants who have taken courses from a recognized and accredited post-secondary institution and/or have relevant life/learning experience may also be considered for admission; refer to the Credit for Prior Learning website for details:

www.georgiancollege.ca/admissions/credit-transfer/ (<https://www.georgiancollege.ca/admissions/credit-transfer/>)

Graduation Requirements

4 Program Courses
 2 Program Option Courses

Graduation Eligibility

The passing weighted average to graduate is 60%. Additionally, a student must attain a minimum of 50% or a letter grade of P (Pass) or S (Satisfactory) in each course.

Program Tracking

Program Courses	Hours
ACCT 1000 Financial Accounting Principles 1	42
ACCT 1001 Financial Accounting Principles 2	42
ACCT 1014 Applied Accounting Applications	42
ACCT 2003 Cost Accounting 1	42
Program Option Courses	
Select 2 - 42 hour courses from the available list during registration.	84
Hours	252
Total Hours	252

Code Title

Program options may include:

ACCT 2000	Cost Accounting 2
ACCT 2001	Intermediate Accounting 1
BUSI 1019	Payroll Administration
FNCE 2002	Taxation

Graduation Window

Students registered in part-time studies programs must maintain continuous registration in order to complete the program according to the curriculum in place at the time they were admitted. Students who do not remain continuously registered must be readmitted to the program and follow the new curriculum.

Disclaimer. *The information in this document is correct at the time of publication. Academic content of programs and courses is revised on an ongoing basis to ensure relevance to changing educational objectives and employment market needs.*

Program outlines may be subject to change in response to emerging situations, in order to facilitate student achievement of the learning outcomes required for graduation. Components such as courses, progression, coop work terms, placements, internships and other requirements may be delivered differently than published.