

**2020-2021**  
**Coastline College (CC) Articulation Agreements with**  
**Huntington Beach Adult School (HBAS)**



<b><u>HBAS COURSE TITLE</u></b>	<b><u>CC COURSE #</u></b>	<b><u>CC COURSE TITLE</u></b>	<b><u>UNITS</u></b>
Accounting 1 and Accounting 2	ACCT C100	Introduction to Accounting	3
Business Careers	BC C115	Customer Service/Soft Skills	1.5
Career Readiness Skills	BC C115	Customer Service/Soft Skills	1.5
Keyboarding	BC C107A	Keyboarding	1.5
Microsoft Excel Beginning	BC C120	Microsoft Excel 1	1.5
Microsoft Excel Intermediate	BC C121	Microsoft Excel 2	1.5
Microsoft PowerPoint Beginning	BC C185	Microsoft PowerPoint	1.5
Microsoft Word Beginning	BC C147	Beginning Microsoft Word	2
Microsoft Word Intermediate	BC C148	Intermediate Microsoft Word	2
QuickBooks 1, QuickBooks II, & QuickBooks III	ACCT C107	Accounting with QuickBooks	2

[Instructions for submitting a Petition for Credit for Articulated Courses](#)