



JPC BSA PROFESSIONAL GATEWAY PROGRAM

INTERNSHIP COURSE. Term 7.1

ORIENTATION

July 31, 2026; 7:00PM; via Zoom

OBJECTIVE

To clarify the requirements in the course.

Accounting Internship

6 units

Categories:

- 1. Working / with Work Experience**
- 2. No Work Experience / Full Time Student**

WORKING / WITH WORK EXPERIENCES

Field / Industry	Minimum duration ^a
Accounting, Finance, Taxation, Auditing, and Advisory Related	6 months
Non-Accounting, etc. Related	1 year

^a *Those whose work tenure will reach 6 months a month before the end of the term are considered to have met the minimum working duration requirement.*

WORKING / WITH WORK EXPERIENCES

Documentary Requirements

1. Employed
Certificate of employment indicating the following:
 - 1.1 specific period of employment/assignment
 - 1.2 signed detailed job description
2. Entrepreneurs
 - 2.1 DTI Registration
 - 2.2 Current Business Permit

Activity Requirement

4. Reflection paper on learnings derived from the work experience(s)

SEND TO:
academics.jpc.certs@gmail.com

NO WORK EXPERIENCE / FULL-TIME STUDENT

- Use of online accounting system (for hypothetical transactions)

Odoo Accounting (www.odoo.com)

Transactions and Documents accessed in the course room

Output: Generated Financial Statements

- Reflections on learnings derived from the use of online accounting system

SEND TO: academics.jpc.certs@gmail.com

e. Opening and Deadlines of Learning Activities, Term 6.2

Prof Courses			
Opening of modular and course assessments			Aug 27, 2026
Completion of course requirements			
	1st Deadline		Nov 15, 2026
	Final Deadline		Nov 22, 2026
Non-Prof Courses			
Opening of non-professional courses			Sep 27, 2026
Completion of course requirements (and sending of course requirements thru email)			
	1st Deadline		Nov 15, 2026
	Final Deadline		Nov 22, 2026

REGISTRATION

To be accomplished thru the certs website

<https://certsedu.tech> not later than **AUG 8, 2026, 11:59PM.**

Services

>> *BSA Program*

>> *BSA Professional Gateway Program*

>> *(JPC Menu)*

>> ***Registration. Internship 7.1***