

ACCOUNTING PROGRAM CHANGES

EFFECTIVE FALL 2009

Accounting

The accounting programs provide occupational preparation in accounting and bookkeeping. Students learn basic accounting principles and become proficient with the latest computerized applications. Some of the job titles associated with the occupation are Accounting Clerk, Auditor, Bookkeeper, and Tax Adviser.

The Accounting AAS Degree prepares students to gain a solid background in accounting. General education courses, business courses, computer skills related to accounting such as spreadsheets and computerized accounting software. Students find jobs in companies ranging from small proprietorships to corporate accounting departments, governmental organizations and public accounting firms.

Accounting AAS graduates will:

- Perform accounting tasks for small, medium, and large sized businesses at entry or higher level positions.
- Effectively apply manual and computerized systems to prepare accounting statements and reports.
- Utilize spreadsheet software to record data and prepare accounting-related reports.

Any developmental coursework a student may be required to complete may increase the program length.

Degrees and Certificates	Length of Program	Admission Dates
Accounting AAS	94 credits 2 years	Fall, winter, spring, summer
Accounting Paraprofessional Certificate of Proficiency	84 credits 5 quarters	Fall, winter, spring, summer
Practical Accounting Certificate of Proficiency	66 credits 4 quarters	Fall, winter, spring, summer
IBEST Accounting Assistant Certificate of Completion	37 credits	Fall
Accounting Assistant Certificate of Completion	28 credits	Fall, winter, spring, summer

Key Changes:

1. Courses No Longer Required: Payroll Accounting, Introduction to Business, Computerized Accounting and Technical Elective
2. New Course Requirements: Ethics in Business, Access and Quickbooks
3. Entrepreneurship Accounting Certificate is removed from the program

ACCOUNTING			
<i>Associate of Applied Science Degree Program</i>			
94 Credits			
Term I			CR
	ACCT 111	Introduction to Accounting	5
	ACCT 112	Business Calculator Applications	3
	CISA 101	Computer Applications	2
	OFTC 105	Keyboarding	3
		Academic Core (Quantitative Reasoning)	5
Term II			
	ACCT 210	Financial Accounting I	5
	BUS&	Introduction to Business	5
NEW	ACCT 275	Ethics in Business	5
	CISA 112	Excel	5
		Academic Core (Social Sciences)	5
Term III			
	ACCT 220	Financial Accounting II	5
	CISA 113	Excel II	5
NEW	ACCT 105	Quickbooks	3
		Academic Core (Written Communications)	5
		Technical Elective	5
Term IV			
	ACCT 230	Financial Accounting III	5
	ACCT 255	Income Tax I	5
NEW	CISA 114	Access	5
Term V			
	ACCT 256	Income Tax II	5
	ACCT 245	Computerized Accounting	3
	ACCT 270	Managerial/Cost Accounting	5
	ACCT 280	Accounting Projects	3
Term VI			
	ECON& 202	Macro Economics	5
	ACCT 240	Payroll Accounting	5
		Academic Core (Oral Communications)	5
Total Program Credits			94

ACCOUNTING PARAPROFESSIONAL			
<i>Certificate of Proficiency</i>			
84 Credits			
Term I			CR
	ACCT 111	Introduction to Accounting	5
	ACCT 112	Business Calculator Applications	3
	CISA 101	Computer Applications	2
	OFTC 105	Keyboarding	3
	BUSA 100	Business Math	5

Term II			
	ACCT 210	Financial Accounting I	5
	BUS&	Introduction to Business	5
NEW	ACCT 275	Ethics in Business	5
	CISA 112	Excel I	5
		Academic Core (Social Sciences)	5
Term III			
	ACCT 220	Financial Accounting II	5
	CISA 113	Excel II	5
	ACCT 105	Quickbooks	3
		Technical Elective	5
		Academic Core (Business Communication)	5
Term IV			
	ACCT 230	Financial Accounting III	5
	ACCT 255	Income Tax I	5
NEW	CISA 114	Access	5
	ACCT-240	Payroll Accounting	5
Term V			
	ACCT 256	Income Tax II	5
	ACCT-245	Computerized Accounting	3
	ACCT 270	Managerial/Cost Accounting	5
	ACCT 280	Accounting Projects	3
Total Program Credits			84

PRACTICAL ACCOUNTING			
<i>Certificate of Proficiency</i>			
66 Credits			
Term I			CR
	ACCT 111	Introduction to Accounting	5
	ACCT 112	Business Calculator Applications	3
	CISA 101	Computer Applications	2
	OFTC 105	Keyboarding	3
	BUSA 100	Business Math	5
Term II			
	ACCT 210	Financial Accounting I	5
	BUS&	Introduction to Business	5
NEW	ACCT 275	Ethics in Business	5
	CISA 112	Excel I	5
		Academic Core (Social Sciences)	5
Term III			
	ACCT 220	Financial Accounting II	5
	CISA 113	Excel II	5
	ACCT-240	Payroll Accounting	5
	ACCT 105	Quickbooks	3

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Term IV			
NEW	CISA 114	Access	5
	ACCT 230	Financial Accounting III	5
	ACCT 245	Computerized Accounting	3
		Technical Elective	5
		Academic Core (Business Communication)	5
Total Program Credits			66

ACCOUNTING ASSISTANT			
<i>Certificate of Completion</i>			
28 Credits			
Term I			CR
	ACCT 111	Introduction to Accounting	5
	ACCT 112	Business Calculator Applications	3
	ACCT 210	Financial Accounting I	5
	CISA 101	Computer Applications	2
Term II			
	ACCT 220	Financial Accounting II	5
	CISA 112	Excel I	5
NEW	ACCT 105	Quickbooks	3
	ACCT 245	Computerized Accounting	3
Total Program Credits			28