

# Accounting, A.A.S.

Accounting is a crucial part of every business operation and the language that businesses speak. The associate of applied science degree program focuses on practical skills often required for entry-level paraprofessional positions. The internship course gives the graduate on-the-job experience working in an approved business. Two-year graduates may find positions as accounting assistants, accounting clerks and general bookkeepers.

The accounting career program is accredited by the Accreditation Council for Business Schools and Programs (ACBSP). For students wishing to transfer to a four-year college accounting or business program, this accreditation makes the transfer a smoother process. For more information, please contact the department chair or a JCCC counselor.

(Major Code 2400; State CIP Code 52.0302)

- Accounting (<http://www.jccc.edu/accounting/index.html>)

## Associate of Applied Science Degree

### First Semester

Business Electives		3
NOTE: Business electives are any courses with the BUS, ENTR, ECON or MKT prefix.		
ACCT 121	Accounting I	3
ENGL 121	Composition I*	3
ACCT 131	Federal Income Taxes I	3
MATH 120 or MATH 171	Business Mathematics* (or higher) College Algebra*	3
BOT 101	Computerized Keyboarding	1
Total Hours		16

### Second Semester

Business Electives		3
NOTE: Business electives are any courses with the BUS, ENTR, ECON or MKT prefix.		
ACCT 122	Accounting II*	3
BUS 150	Business Communications*	3
ACCT 135	Computerized Accounting Applications*	3
BUS 225	Human Relations	3
BOT 115	Electronic Calculators	1
Total Hours		16

### Third Semester

ACCT Electives (see below)		6
ACCT 140	Computerized Accounting Problems*	3
BUS 261	Business Law I*	3
PHIL 138	Business Ethics	1
HIST 141	U.S. History Since 1877	3
Total Hours		16

### Fourth Semester

Business Electives		8
NOTE: Business electives are any courses with the BUS, ENTR, ECON or MKT prefix.		
ACCT 278	Accounting Internship*	1
ACCT 285	Accounting Capstone*	3
Social Science and/or Economics Elective ^		3
Health and/or Physical Education Elective ^^		1
Total Hours		16

## Footnotes

<sup>^</sup> Social Science and/or Economics Elective (<http://catalog.jccc.edu/spring/degrecertificates/electives/social-sci-econ-aas>)

<sup>^^</sup> Health and/or Physical Education Elective (<http://catalog.jccc.edu/spring/degrecertificates/electives/health-and-or-physical-ed-aas>)

## ACCT Electives

ACCT 215	Accounting for Nonprofit Organizations*	3
ACCT 221	Cost Accounting*	3
ACCT 222	Managerial Accounting*	3
ACCT 231	Intermediate Accounting I*	3
ACCT 232	Intermediate Accounting II*	3

**Total Program Hours: 64**

## Courses

### ACCT 109 Basics of Income Taxes\* (1 Hour)

**Prerequisites or corequisites:** RDG 126 or College Reading Readiness

This course teaches the student federal income tax rules and the procedures for reporting federal income tax. Upon completion of this course, the student should be able to keep records that will provide appropriate information for use in preparing federal income tax. The student should also be able to prepare the basic individual federal income tax return. 1 hr. lecture/wk.

### ACCT 111 Small Business Accounting\* (3 Hours)

**Prerequisites or corequisites:** RDG 126 or College Reading Readiness

This course will introduce the basic accounting procedures needed to maintain daily records for a small business and the use of such records in the decision-making process. Upon successful completion of the course, the student will be able to maintain a set of financial records with the occasional help of an outside accountant. This course does not prepare the student for Accounting II. 3 hrs./wk.

### ACCT 121 Accounting I\* (3 Hours)

**Prerequisites or corequisites:** RDG 126 or College Reading Readiness

This course is an introduction to accounting fundamentals. Upon successful completion of this course, a student should be able to analyze transactions, use various journals and ledgers, prepare financial statements and summarize results at the close of the fiscal period for the sole proprietorship. 3 hrs./wk.

### ACCT 121H HON: Accounting I (1 Hour)

**Prerequisites:** Honors department approval

One-credit hour honors contract is available to qualified students who have an interest in a more thorough investigation of a topic related to this subject. An honors contract may incorporate research, a paper, or project and includes individual meetings with a faculty mentor. Student must be currently enrolled in the regular section of the courses or have completed it the previous semester. Contact the Honors Program Office, COM 201, for more information.

### ACCT 122 Accounting II\* (3 Hours)

**Prerequisites:** ACCT 121

This course is a continuation of ACCT 121. Upon successful completion of this course, the student should be able to prepare and use financial statements with increased emphasis on interpretation and use of accounting data peculiar to partnerships, corporations and manufacturing firms. 3 hrs./wk.

### ACCT 122H HON: Accounting II (1 Hour)

**Prerequisites:** Honors Department approval

One-credit hour honors contract is available to qualified students who have an interest in a more thorough investigation of a topic related to this subject. An honors contract may incorporate research, a paper, or project and includes individual meetings with a faculty mentor. Student must be currently enrolled in the regular section of the courses or have completed it the previous semester. Contact the Honors Program Office, COM 201, for more information.

### ACCT 131 Federal Income Taxes I\* (3 Hours)

**Prerequisites or corequisites:** RDG 126 or College Reading Readiness

This course teaches the student federal income tax rules and the procedures for reporting federal income tax. Upon completion of this course, the student should be able to do short- and long-range tax planning and keep records that will provide appropriate information for use in preparing federal income tax. The student should also be able to prepare the standard individual federal income tax return. 3 hrs./wk.

**ACCT 135 Computerized Accounting Applications\* (3 Hours)****Prerequisites:** ACCT 121 or ACCT 111

Upon successful completion of this course, a student will be able to use the microcomputer to create a chart of accounts, accounts receivable and payable subsidiary ledgers, transaction journals, general ledgers, financial statements, reports and forecasts. 3 hrs./wk.

**ACCT 140 Computerized Accounting Problems\* (3 Hours)****Prerequisites:** ACCT 122

The course will teach students how to use spreadsheet and database software to set up and solve accounting problems. 3 hrs/wk.

**ACCT 215 Accounting for Nonprofit Organizations\* (3 Hours)****Prerequisites:** ACCT 121

This course will teach students basic information of not-for-profit accounting and its primary users: federal, state and local governments; hospitals; and schools. Upon successful completion of the course, the student should be able to describe the primary funds and accounting groups, assist in the budget process, and practice variances among the major nonprofit organizations according to their authoritative pronouncements. 3 hrs./wk.

**ACCT 221 Cost Accounting\* (3 Hours)****Prerequisites:** ACCT 122

Upon completion of this course, the student should be able to develop and use accounting information to plan and control operations, value inventory, determine income in a manufacturing environment, and evaluate subsequent results. 3 hrs./wk.

**ACCT 222 Managerial Accounting\* (3 Hours)****Prerequisites:** ACCT 122

Upon completion of this course, the student should be able to develop and use accounting information as an instrument of management control. Students will recognize needed information, determine where it can be obtained and decide how this information can be used by managers to plan, control and make decisions. Material covered includes financial statement analysis, cost application and budgeting reports management. 3 hrs./wk.

**ACCT 222H HON: Managerial Accounting (1 Hour)****Prerequisites:** Honors Department approval

One-credit hour honors contract is available to qualified students who have an interest in a more thorough investigation of a topic related to this subject. An honors contract may incorporate research, a paper, or project and includes individual meetings with a faculty mentor. Student must be currently enrolled in the regular section of the courses or have completed it the previous semester. Contact the Honors Program Office, COM 201, for more information.

**ACCT 231 Intermediate Accounting I\* (3 Hours)****Prerequisites:** ACCT 122

The course will present the use of accounting theory in the preparation of financial reports. Upon successful completion of this course, the student should be able to solve problems that arise in the presentation of cash, receivables, inventories, tangible and intangible assets on the statement of financial position, and their related effect on the statement of income. 3 hrs./wk.

**ACCT 232 Intermediate Accounting II\* (3 Hours)****Prerequisites:** ACCT 122

Accounting theory learned through the study of accounting concepts and technical procedures will be presented in this course. Upon completion, the student should be able to solve problems in the presentation of capital structures, long-term investments, debts, leases, pensions, the analysis of financial statements, and price-level, and fair value accounting and reporting. 3 hrs./wk.

**ACCT 240 Fraud Examination\* (3 Hours)****Prerequisites:** ACCT 222

This course teaches the principles involved in the detection and prevention of fraud as it pertains to financial matters. The course will explore the vast body of knowledge gained by accounting practitioners and will utilize critical thinking to apply these factors to the prevention of financial statement and employee fraud. Upon completion of this course, the student should be able to describe how and why fraud is committed, to use creative ways to detect and prevent fraudulent conduct, and to understand how allegations of fraud should be investigated and resolved. 3 hrs.wk.

**ACCT 278 Accounting Internship\* (1 Hour)****Prerequisites:** ACCT 121 plus 12 additional ACCT hours beyond ACCT 121 and department approval

The student will be able to gain work experience in an approved training station under instructional supervision in an accounting or an accounting-related occupation. This internship is designed to give students the opportunity to apply the skills they have acquired in accounting specialty courses. The internship will require an average of 12 hours of job training per week by arrangement. It is strongly advised that the student secure the internship position before enrolling in this course. Searching for the position, applying for it, and being accepted to work are three important aspects of the coursework that must be completed during the first few weeks of the course, if not completed before the course begins.

**ACCT 285 Accounting Capstone\* (3 Hours)**

**Prerequisites:** ACCT 121 and ACCT 122 plus 15 hours of accounting courses and department approval

This course is designed as a capstone experience before entering the workplace. Students will maintain a complete set of books and related financial statements both manually and electronically through an accounting cycle. Students will use previously prepared financial statements to make informed judgments and solve problems, identify and apply ethical positions and effectively communicate this information to others both orally and in writing.