**AS, Accounting Technology**

**Purpose**

The Associate in Science (AS) in Accounting Technology program offers a sequence of courses that presents coherent and rigorous content needed to prepare for employment and/or promotion in occupations where a general knowledge of accounting, bookkeeping, tax preparation, and general business are required. It also prepares students for entry into a variety of baccalaureate degree programs in related disciplines such as accounting, business administration, management, and finance.

 The content includes but is not limited to the principles, procedures, and theories of organizing, maintaining and auditing business and financial transactions and the preparation of accompanying financial records and reports for internal and external uses.

**Program Structure**

This program is a planned sequence of instruction consisting of 64 credit hours in the following areas: 18 credit hours of General Education Requirements, 43 credit hours of Accounting Technology Core Requirements, and 3 credit hours of Approved Electives. The Accounting Technology Management Certificate is a 27 credit hour certificate that prepares students for entry into employment and is comprised of core courses in the AS Accounting Technology degree. As such, it can be earned before the student has earned the AS Accounting Technology degree.

**Course Prerequisites**

***Many courses require prerequisites.*** Check the description of each course in the list below to check for prerequisites, minimum grade requirements, and other restrictions related to the course. Students must complete all prerequisites for a course prior to registering for it.

**Graduation**

Students must fulfill all requirements of their program major after which, students must complete an application for graduation through the Office of the Registrar and enroll in the GRD 2000 course the semester in which they intend to graduate. Students must apply for graduation ***by the*** ***published deadline*** to be assured of final clearance for graduation, timely receipt of their diploma, and participation in the commencement ceremony.

**General Education Requirements: 18 Credit Hours**

ENC 1101 - Composition I - 3 credits

ENC 1102 - Composition II - 3 credits

SPC 1017 - Fundamentals of Speech Communication - 3 credits

**OR**

SPC 2023 - Introduction to Public Speaking - 3 credits

ECO 2013 - Economics I - 3 credits

 \*Gen Ed Mathematics (MAC 1105-College Algebra or STA 2023-Statistical Methods I recommended) - 3 credits

\*\*Gen Ed Humanities (PHI 2600 – Ethics OR PHI 2103 Critical Thinking recommended) - 3 credits

 \*Math course may be chosen from any courses listed in the Associate in Arts Degree General Education Program Guide, AA, under Mathematics.

\*\*Humanities course may be chosen from any courses listed in the Associate in Arts Degree General Education Program Guide, AA, under Humanities.

**Accounting Technology, AS Degree Core Requirements: 43 Credit Hours**

ACG 2021 Financial Accounting

ACG 2071 - Managerial Accounting - 3 credits

ACG 2450 Accounting Software Applications

ACG 2500 - Governmental and Not-For-Profit Accounting - 3 credits

CGS 1000 – Computer Literacy (or CLEP CGS 1077 for transfer credit) - 3 credits

CGS 2511 - Advanced Spreadsheet Computing - 3 credits

ECO 2023 - Economics II - 3 credits

MAN 2021 - Management Principles - 3 credits

MTB 1103 - Business Mathematics - 3 credits

RMI 2001 – Principles of Risk Management - 3 credits

SLS 1331 - Personal Business Skills - 3 credits

TAX 2000 - Federal Tax Accounting I - 3 credits

TAX 2010 - Federal Tax Accounting II -3 credits

TAX 2401 – Trusts, Estates, and Gifts: Accounting and Taxation - 3 credits

ACG 2930 – Special Topics/Capstone – Accounting - 1 credit

**Accounting Technology, AS Degree Elective Requirements: 3 Credit Hours**

**Electives may be taken from the following 1000 and 2000 level courses:**

SLS 1301 – Career and Educational Exploration - 1 credit

SLS 1350 - Employability Preparation - 2 credits

SLS 1515 – Cornerstone Experience 3 credits

MAC 2233 - Calculus for Business and Social Sciences I - 4 credits

STA 2023 - Statistical Methods I - 3 credits

OR

Any course in Accounting, Business, Management, Computer Technology, or Finance, with the course prefix ACG, BUL, CGS, CIS, CNT, COP, CTS, ENT, FIN, GEB, ISM, MAN, MAR, MNA, MTB, SBM, SLS, TAX, RMI

**Note:** For students who are transferring to a state university, it is recommended that the following electives be selected: MAC 2233 or STA 2023.

**Total Degree Requirements: 64 Credit Hours**

**Information is available online at:** [**http://www.edison.edu/academics/**](http://www.edison.edu/academics/) **or on the School of Business and Technology Home Page at:** [**http://www.edison.edu/sobt**](http://www.edison.edu/sobt)