

# ACCOUNTING



## Associate of Applied Science Degree 10-101-1

The Associate of Applied Science degree in Accounting prepares its graduates for entry-level positions in a variety of business enterprises. The Accounting program is designed to build a solid foundation in accounting principles, theories, and practices. Program objectives focus on the study of financial, managerial, and tax accounting theory and procedures along with developing intellectual, interpersonal, and communication skills. Over the course of study students develop the ability to apply generally accepted accounting principles, make sound and ethical decisions, and use common business and accounting software.

Upon successful completion of this program, students will be able to:

- Prepare financial statements and related schedules in conformity with generally accepted accounting principles.
- Apply accounting skills and principles creatively and innovatively in accordance with the standards of professional ethics.
- Process financial transactions throughout the accounting cycle.
- Analyze financial and business information to support planning and decision-making.
- Perform payroll preparation, reporting, and analysis tasks.
- Perform cost accounting preparation, reporting, and analysis tasks.
- Perform individual and/or organizational tax accounting preparation, reporting, and analysis tasks.
- Identify internal controls to reduce risk.

### Graduates Have Found Employment As

- Accounts Payable/Receivable Clerk
- Payroll Clerk
- Accounting Clerk
- Assistant Accounting Manager

- Accountant
- Accounting Assistant
- Cost Accountant
- Plant/Branch Accountant
- Payroll Clerk

View the entire course listing (<http://catalog.blackhawk.edu/courses/>).

Semester 1		Credits
101-111	Accounting I	4
804-134 or 804-118	Mathematical Reasoning or Intermediate Algebra with Applications	3-4
801-136	English Composition 1	3
102-148	Introduction to Business and Management	3
103-128	Introduction to Microsoft Office Suites	2
<b>Credits</b>		<b>15-16</b>
Semester 2		Credits
101-112	Accounting II	4
101-130	Accounting Information Systems	3
101-135	Payroll Accounting	2
103-107	Intermediate Excel	2
801-198	Speech	3
103-127	Introduction to QuickBooks	2
<b>Credits</b>		<b>16</b>
Semester 3		Credits
101-113	Corporate Accounting	4
101-123	Income Tax Accounting	4
809-198	Introduction to Psychology	3

809-143	Microeconomics	3
<b>Credits</b>		<b>14</b>
<b>Semester 4</b>		
101-125	Cost Accounting	4
101-134 or 101-144	Accounting Internship or Accounting Capstone	2
102-130	Business Finance and Budget Management	3
101-136	Computerized Accounting	2
101-141	Personal Finance	3
103-178	Advanced Microsoft Excel	2
<b>Credits</b>		<b>16</b>
<b>Total Credits</b>		<b>61-62</b>

### General Education Courses Within Program

Code	Title	Credits
801-198	Speech	3
801-136	English Composition 1	3
804-134 or 804-118	Mathematical Reasoning Intermediate Algebra with Applications	3-4
809-143	Microeconomics	3
809-198	Introduction to Psychology	3