

Accounting

Associate of Applied Science Degree

Program Director: Kerry Dolan

This program is offered completely on-line - discuss options with your advisor.

Upon completion of the Accounting Degree program, students will be prepared for employment in general accounting occupations. They will be prepared to work in public, private, or governmental agencies as accounting clerks, accounting technicians, bookkeepers, accounting support personnel, or payroll assistants.

Outcomes

Graduates are prepared to:

- Prepare financial records for a business.
- Prepare and interpret financial statements of a business while applying generally accepted accounting principles.
- Understand internal controls necessary in business organizations.
- Perform accounting functions for sole proprietorships, partnerships and corporations.
- Use computerized accounting software.
- Communicate professionally, both orally and in writing.
- Compute payrolls and prepare basic federal and state payroll tax forms and returns.
- Prepare basic income tax returns for individuals and businesses using commercial tax preparation software.

Estimated Cost

Estimated Resident Program Cost*

Tuition and Fees	\$6,510
Application Fee	\$30
Books/Supplies	\$4,621
Total	\$11,161

* **Fall 2017 MUS Student Health Insurance Premiums will be changing. Please check the Health Insurance website (<http://students.gfcmsu.edu/insurance.html>) and/or Student Central for confirmed premium rates. Students will be charged an additional fee of \$21 per credit for online/hybrid courses.**

Program Requirements

Many students need preliminary math and writing courses before enrolling in the program requirements. These courses may increase the total number of program credits. Students should review their math and writing placement before planning out their full program schedules.

GFC MSU Additional Graduation Requirement

Course	Title	Credits	Grade/Sem
COLS 103	Becoming a Successful Student +	1	_____

Course	Title	Credits	Grade/Sem
First Year			
Fall			

ACTG 101	Accounting Procedures I **,+	3	_____
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BGEN 105	Introduction to Business +	3	_____
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CAPP 131	Basic MS Office +	3	_____
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Select one of the following:

M 105	Contemporary Mathematics **,+	3	_____
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M 121	College Algebra **,+	3	_____
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Select one of the following:

WRIT 101	College Writing I **,+	3	_____
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WRIT 121	Intro to Technical Writing **,+	3	_____
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Credits		15	
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Spring

ACTG 102	Accounting Procedures II **,+	3	_____
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ACTG 180	Payroll Accounting **,+	3	_____
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CAPP 105	Short Courses: Computer Calc +	1	_____
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CAPP 156	MS Excel **,+	3	_____
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Select one of the following:

M 108	Business Mathematics **,+	4	_____
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STAT 216	Introduction to Statistics **,+	4	_____
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Credits		14	
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Second Year

Fall

ACTG 201	Principles of Fin Acct **,+	3	_____
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ACTG 211	Income Tax Fundamentals **,+	3	_____
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BGEN 235	Business Law **,+	3	_____
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COMX 115	Intro to Interpersonal Communc +	3	_____
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Electives		3	_____
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Credits		15	
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Spring

ACTG 202	Principles of Mang Acct **,+	3	_____
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ACTG 205	Computerized Accounting **,+	3	_____
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ACTG 215	Foundations of Government & Not for Profit Accounting **,+	3	_____
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WRIT 220	Business & Prof Writing **,+	3	_____
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Electives		4	_____
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Credits		16	
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Total Credits		60	
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Course	Title	Credits	Grade/Sem
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Suggested Electives

ACTG 291	Special Topics: Accounting *	1-3	_____
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CAPP 158	MS Access *	3	_____
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CAPP 266	Advanced MS Excel Applications *	3	_____
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CSCI 100	Intro to Programming	3	_____
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ECNS 201	Principles of Microeconomics	3	_____
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ECNS 202	Principles of Macroeconomics	3	_____
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STAT 216	Introduction to Statistics **	4	_____
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OR other courses with advisor approval

- * Indicates prerequisites needed.
- ** Placement in course(s) is determined by placement assessment.
- + A grade of C- or above is required for graduation.