

Students May Enroll to Take This Program Online or Residentially

The objective of this program is to prepare graduates for entry-level positions in the accounting field by giving students a thorough understanding of standard accounting practices with an emphasis on the skills needed by accounting practitioners: financial accounting, taxation and business consulting. Through general education courses, students gain competency in communications, social sciences, natural science/mathematics and humanities.

The goal of this program is to prepare graduates who are able to:

1. Record business transactions according to Generally Accepted Accounting Principles (GAAP)
2. Prepare and analyze financial statements
3. Calculate and maintain payroll records
4. Use accounting software to maintain accounting records and prepare financial statements
5. Research, explain, and apply federal tax rules and prepare tax returns
6. Demonstrate appropriate written and verbal communication skills
7. Evaluate the quality of multiple viewpoints, arguments, and evidence and distinguish between fact and opinion
8. Exhibit social responsibility and examine the diverse cultures and value systems of our global community

CORE REQUIREMENTS

Class #	Class Name	Credits
AC110	Accounting Principles I	4
AC120	Payroll Accounting	3
AC150	Accounting Principles II	4
AC160	Managerial Accounting	4
AC170	Accounting Systems	3
AC200	Intermediate Accounting I	4
AC250	Intermediate Accounting II	4
AC260	ACAT Review	3
AC310	Tax I	4
AC420	Tax II	4
BS100	Business Mathematics	4
BS150	Business Writing	4
BS325	Fraud Examination	4
CS111	Computer Information Systems	3
CS131	MS Office Professional I	3
CS256	MS Office Professional II	3
KY100	Keyboarding I	3
MG100	Introduction to Business	5
MG150	Business Law	5
MK150	Marketing	4
PD250	Career Development	1
Total Core Minimum Credit Requirement		76

GENERAL EDUCATION REQUIREMENTS

A student pursuing an associate's degree is required to earn a minimum of 30 credits from the general education courses listed below, demonstrating a solid grounding in the liberal arts. A minimum of three credits must be earned in each of the following disciplines: communications, humanities, natural science and mathematics and social science.

Class#	Class Name	Credits
COMMUNICATIONS		
CM111	Speech Communications	4
CM121	Composition (required)	4
CM200	Intercultural Communications	4
CM210	Creative Writing	4
CM220	Art of Persuasion	4
CM230	Mass Communication	4
CM320	Writing and Research	4
HUMANITIES		
HU100	Introduction to Humanities	4
HU121	Film in Society	4
HU130	Spanish I	4
HU150	Introduction to Literature	4
HU200	Art in the Modern World	4
HU230	Spanish II	4
HU310	The Novel	4
HU315	World Literature	4
NATURAL SCIENCE and MATHEMATICS		
^Students must complete either NS112 or NS116		
NS105	Biology	4
NS111	Environmental Issues	4
NS112	Topics in Mathematical Reasoning (required)^	4
NS116	College Algebra I (required)^	4
NS121	Earth Science	4
NS126	Chemistry Today*	4
NS135	Microbiology	4
NS140	Anatomy and Physiology I	4
NS150	Anatomy and Physiology II	4
NS216	College Algebra II	4
NS305	Statistics I	4
NS320	Introduction to Decision Systems	4
NS351	Statistics II	4
SOCIAL SCIENCE		
SS103	Global Citizenship (required)	2
SS116	Introduction to Psychology	4
SS130	Law in Society	4
SS140	Interpersonal Relations (required)	4
SS145	Introduction to Macroeconomics (required)	4
SS200	Introduction to Microeconomics	4
SS205	Sociology	4
SS210	Developmental Psychology	4
SS230	Psychology of Personality	4
SS311	Human Behavior	4
SS331	International Economics	4
SS360	Abnormal Psychology	4
Total General Education Minimum Credit Requirement		30

Total Program Minimum Credit Requirement 106

Notes:

Students may be required to complete Foundations of Mathematics I and/or II and Foundations of Writing I and/or II based upon competency exam scores.

* Offered only at the Richfield, MN campus.