

# Accounting

## Associate of Applied Science Degree

Program Director: Kerry Dolan

**Students can complete this program in multiple options, including face to face, distance/hybrid, and full or part time.**

Accounting involves the preparation of financial records that are a critical part of efficient and effective business operations. The GFC MSU Accounting program covers a wide range of topics related to the accounting field including a study of general business, individual income tax, payroll, and technology. Upon completion of this program students are prepared to work at public, private, or governmental organizations in a variety of positions including accounting clerk, bookkeeper, payroll technician, and tax preparer.

## Outcomes

### Graduates are prepared to:

- Prepare and interpret financial records for a business while applying generally accepted accounting principles and industry standards.
- Identify and explain common internal controls necessary in business organizations.
- Use computerized accounting software.
- Communicate professionally, both orally and in writing.
- Compute payrolls and prepare basic federal and state payroll tax forms.
- Prepare basic income tax returns for individuals and businesses.
- Analyze the legal, ethical, and practical implications of business decisions.

## Estimated Cost

### Estimated Resident Program Cost\*

Tuition and Fees	\$7,064
Books/Supplies	\$2,108
Total	\$9,202

\*

**Fall 2023 MUS Student Health Insurance Premiums may 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 for only Summer 2023 classes.**

## Program Requirements

Course	Title	Credits	Grade/Sem
<b>First Year</b>			
<b>Fall</b>			
ACTG 101	Accounting Procedures I **,+	3	_____
BGEN 105	Introduction to Business +	3	_____
CAPP 131	Basic MS Office +	3	_____
Select one of the following:			
M 105	Contemporary Mathematics **,+	3	_____
M 121	College Algebra **,+	3	_____
Select one of the following:			

WRIT 101	College Writing I **,+	3	_____
WRIT 121	Intro to Technical Writing **,+	3	_____
<b>Credits</b>		<b>15</b>	
<b>Spring</b>			
ACTG 102	Accounting Procedures II **,+	3	_____
ACTG 180	Payroll Accounting **,+	3	_____
CAPP 156	MS Excel **,+	3	_____
Electives		6	_____
<b>Credits</b>		<b>15</b>	
<b>Second Year</b>			
<b>Fall</b>			
ACTG 201	Principles of Financial Accounting **,+,	3	_____
ACTG 211	Income Tax Fundamentals **,+	3	_____
BGEN 235	Business Law **,+	3	_____
COMX 115	Introduction to Interpersonal Communication +	3	_____
Electives		3	_____
<b>Credits</b>		<b>15</b>	
<b>Spring</b>			
ACTG 202	Principles of Managerial Accounting **,+	3	_____
ACTG 205	Computerized Accounting **,+	3	_____
ACTG 215	Foundations of Government & Not for Profit Accounting **,+	3	_____
WRIT 220	Business and Professional Writing **,+	3	_____
Electives		3	_____
<b>Credits</b>		<b>15</b>	
<b>Total Credits</b>		<b>60</b>	

## Suggested Electives

These courses are highly recommended in addition to standard accounting curriculum.

Course	Title	Credits	Grade/Sem
ACTG 291	Special Topics: Accounting *	1-3	_____
ACTG 298	Internship *	1-6	_____
BGEN 220	Business Ethics and Social Responsibility	3	_____
BMGT 215	Human Resource Management *	3	_____
BMGT 235	Management *	3	_____
BMGT 245	Customer Service Management *	3	_____
BMKT 131	Introduction to Social Media Marketing *	3	_____
BMKT 225	Marketing *	3	_____
CAPP 158	MS Access *	3	_____
CAPP 266	Advanced MS Excel Applications *	3	_____
CSCI 100	Introduction to Programming *	3	_____
ECNS 201	Principles of Microeconomics	3	_____
ECNS 202	Principles of Macroeconomics	3	_____
STAT 216	Introduction to Statistics **	4	_____
OR other courses with advisor approval			

+

A grade of C- or above is required for graduation.

\*

Indicates prerequisites needed.

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Placement in course(s) is determined by placement assessment.