

Accounting

Jefferson Campus

Wanda Smith, program assistant/advisor
 Ruby Carson Hall, room 116-D
 (205) 856-7806 wssmith@jeffstateonline.com

Jesse Bryson, advisor

Ruby Carson Hall, room 116-B
 (205) 856-7845 jlbryson@jeffstateonline.com

Shelby-Hoover Campus

Barrett Cummings, program assistant/advisor
 Health Sciences Building, room 429
 (205) 983-5987 bschober@jeffstateonline.com

These programs are for students who wish to seek employment in the accounting field.

Certificate Requirements

The Accounting Certificate Program serves to introduce the student to the fundamentals of accounting and the basic skills necessary for entry-level employment. All course work in the certificate program will apply to the Associate in Applied Science Degree Program in Accounting.

Prior to taking courses, the student should meet with an advisor to discuss program requirements and develop a plan for satisfying those requirements.

To be eligible for a certificate, students must:

- Complete the following courses.
- Have a minimum 2.00 grade point average in Jefferson State courses.

Courses required for:

Accounting Certificate (STC C001)

Course	Title	Sem Hrs
ENG 101	English Composition I	3
MTH 100	Intermediate College Algebra	3
CIS 113 (Excel)	Spreadsheet Software Applications 3	
ACT 145	Basic Accounting Procedures	3
ACT 249	Payroll Accounting	3
ACT 115	Introduction to Accounting Computer Resources	3
BUS 241	Principles of Accounting I.....	3
*Electives	5
Total Credit Hours		26

*ACT, BUS, MST, or CIS courses listed from the AAS selected option.

Associate in Applied Science Degree Requirements

This program is designed to meet the needs of those students who intend to seek employment in the accounting field or who are presently employed and desire additional courses in accounting. This program amplifies the student's understanding of the role of accounting in business operations. Specifically, the program provides specialized knowledge of accounting practice and theory augmented with the microcomputer. Check with your four-year institution for the transferability of courses in this program. This program is not designed to transfer to a four-year institution.

A student gains admission to the Associate in Applied Science Program by completing the certificate program. All course work in the certificate program will apply to the Associate in Applied Science Degree Program in Accounting.

Since many of the major courses are offered only once a year, it is recommended that students check with an advisor for course rotations and intersperse general courses with major courses to complete the program in a timely manner.

Courses required for:

Accounting Degree

- Accounting Option (AAS C001)
- Computerized Accounting (AAS C058)

General Courses..... (24 hours)

Course	Title	Sem Hrs
ENG 101	English Composition I	3
SPH 107	Fundamentals of Public Speaking or	3
SPH 106	Fundamentals of Oral Communication	
MTH 100	Intermediate College Algebra	3
CIS 113 (Excel)	Spreadsheet Software Applications 3	
ECO 231	Principles of Macroeconomics or.....	3
ECO 232	Principles of Microeconomics	4
Lab Science Elective: (ASCI) (astronomy, biology, chemistry, physical science, physics)		
Humanities and Fine Arts Elective: (AHUM).....		3
(art, humanities, religion, theatre, music, philosophy, foreign language, literature)		
PED/HED	2

Major Courses..... (21 hours)

Course	Title	Sem Hrs
ACT 145	Basic Accounting Procedures.....	3
ACT 115	Introduction to Accounting Computer Resources	3
ACT 253	Individual Income Tax.....	3

ACT 249	Payroll Accounting	3
BUS 241	Principles of Accounting I.....	3
BUS 242	Principles of Accounting II.....	3
ACT 252	Accounting Case Studies.....	3

Courses specific to each option.

Accounting Option.....(21 hours)

<i>Course</i>	<i>Title</i>	<i>Sem Hrs</i>
BUS 100	Introduction to Business.....	3
BUS 146	Personal Finance	3
BUS 215	Business Communication.....	3
BUS 248	Managerial Accounting.....	3
BUS 263	Legal and Social Environment of Business.....	3
MST 201	Human Resource Management or.....	3
MST 111	Elements of Supervision	
MST 215	Small Business Management	3
Total Credit Hours		66

Computerized Accounting Option(21 hours)

<i>Course</i>	<i>Title</i>	<i>Sem Hrs</i>
ACT 246Q	Microcomputer Accounting (Quickbooks)3	3
ACT 247P	Advanced Accounting Applications on the Microcomputer (Peachtree)	3
BUS 248	Managerial Accounting.....	3
CIS 130	Introduction to Information Systems	3
CIS 117	Database Management Software Applications.....	3
CIS 207	Introduction to Web Development.....	3
CIS 250	E-Commerce	3
Total Credit Hours		66

