

PRIDE. CHALLENGE. ACHIEVEMENT.

CREDENTIAL YEAR 2017-18

ACCOUNTING

Credentials

Accounting for Small Business skills certificate	17cr.
Accounting certificate	33 cr.
Accounting AAS degree	62-65 cr.

Major Description

Virtually every business and organization needs someone to manage their financials. Schoolcraft's accounting program will prepare you for a career as a bookkeeper or accountant with courses that cover the principles of accounting, income tax preparation, payroll and current accounting software. The accounting program offers three options for specialization:

- Accounting associate in applied science degree: Earning this associate degree is a first step towards a career in accounting and also prepares the student to transfer to a four-year college or university to earn a bachelor's degree.
- Accounting certificate: This certificate program takes approximately three semesters to complete and prepares students for a position as an entry-level bookkeeper.
- Accounting for small business skills certificate: This program is a good option for anyone interested in working at a small business as an entry level bookkeeper or to enhance their potential for small-business management.

National Median Salaries for Accounting-related positions (source: US BLS);

Accounting clerk: \$35,170

Accountant (Bachelor's degree): \$63,550

Tax Preparer: \$37,240

Auditor (Bachelor's degree): \$63,550

Accounting for Small Business Skills Certificate

Schoolcraft program code # CRT.00365

The accounting program is designed to familiarize students with the work and challenges facing accountants. This certificate program is designed for those:

- who seek entry-level bookkeeping positions in specialized areas;
- who seek a credential in order to receive pay raises, promotions, or benefits from employers;
- or who currently own or are starting a small business.

All courses are not offered each semester. Students should work with an academic advisor or counselor to develop a schedule that will work for them. Students who satisfactorily complete the program requirements qualify for a certificate of program completion. All program required courses must have been completed with a grade of 2.0 or better.

SAMPLE SCHEDULE OF COURSES

First Year—Fall Semester

First Year—Winter Semester

ACCT 201	Principles of Accounting 1	4	ACCT 263	Computerized Accounting Using QuickBooks	3
CIS 120	Software Applications	3	Elective	Select four tax credit hours from list	4
	Total Credits	7	ACCT 238	Federal Tax Accounting	4
				OR	
			ACCT 138	Income Tax Preparation	2
				AND	
			ACCT 139	Michigan Taxes	2
				Total Credits	7

Second Year—Fall Semester

Elective	Select one	3
CIS 180	Spreadsheet Applications—Current Software	
ACCT 262	Payroll Accounting	
	Total Credits	3

PROGRAM TOTAL 17 CREDITS

Accounting Certificate

Schoolcraft program code # 1YC.00001

The accounting program is designed to familiarize students with the work and challenges facing accountants. This certificate program prepares the student for a job as an entry-level bookkeeper within an accounting department or firm.

All courses are not offered each semester. Students should work with an academic advisor or counselor to set up a schedule that will work for them. Students who successfully complete all program courses qualify for a certificate of program completion.

SAMPLE SCHEDULE OF COURSES

First Year—Fall Semester

First Year—Winter Semester

ACCT 201	Principles of Accounting 1	4	ACCT 202	Principles of Accounting 2	4
CIS 120	Software Applications	3	Elective	Select four tax credit hours from list	4
ENG 101	English Composition 1	3	ACCT 238	Federal Tax Accounting	4
MATH 101	Business Mathematics	3		OR	
	Total Credits	13	ACCT 138	Income Tax Preparation	2
				AND	
			ACCT 139	Michigan Taxes	2
			BUS 207	Business Law 1	3
			ACCT 263	Computerized Accounting Using QuickBooks	3
				Total Credits	14

Second Year—Fall Semester

COMA 103	Fundamentals of Speech	3
ACCT 262	Payroll Accounting	3
	Total Credits	6

PROGRAM TOTAL 33 CREDITS

Accounting AAS Degree

Schoolcraft program code # AAS.00005

The accounting program is designed to familiarize students with the work and challenges facing accountants. The program provides training for those planning to seek a career in accounting.

All courses are not offered each semester. Students should work with an academic advisor or counselor to develop a schedule that will work for them. Students who satisfactorily complete all college and program requirements qualify for an associate in applied science degree.

SAMPLE SCHEDULE OF COURSES

First Year—Fall Semester

First Year—Winter Semester

ACCT 201	Principles of Accounting 1	4	ACCT 202	Principles of Accounting 2	4
CIS 120	Software Applications	3	CIS 180	Spreadsheet Applications—Current Software	3
ENG 101	English Composition 1	3	ACCT 263	Computerized Accounting Using QuickBooks	3
Mathematics	<i>Select one</i>	3-4	ECON 201	Principles of Macroeconomics	4
MATH 101	Business Mathematics			Total Credits	14
MATH 113	Intermediate Algebra for College Students				
	Total Credits	13-14			

First Year—Spring/Summer Semester

COMA 103	Fundamentals of Speech	3
A ENG 106	Business English	3
	Total Credits	6

Accounting AAS Degree *(continued)*

Second Year—Fall Semester

Second Year—Winter Semester

ACCT 221	Intermediate Accounting 1	4	ACCT 222	Intermediate Accounting 2	4
ACCT 226	Cost Accounting	4	Elective	Select four tax credit hours from list	4
BUS 207	Business Law 1	3	ACCT 238	Federal Tax Accounting	4
Elective	<i>Select one</i>	3-4		OR	
ACCT 262	Payroll Accounting		ACCT 138	Income Tax Preparation	2
BUS 101	Introduction to Business			AND	
ECON 202	Principles of Microeconomics		ACCT 139	Michigan Taxes	2
	Total Credits	14-15	Elective	<i>Select one</i>	3-4
			ACCT 205	Accounting Internship	
			BUS 202	Business Ethics	
			BUS 240	International Business	
			PSYCH 153	Human Relations	
			POLS 209	International Relations	
			PHIL 247	Logic	
			SOC 201	Principles of Sociology	
			Science*	<i>Select any General Education Science course</i>	4
				Total Credits	15-16

PROGRAM TOTAL 62-65 CREDITS

*Number of credits may vary depending on the General Education Science course selection.

Students planning to transfer should check the transfer institution's requirements/guides or discuss their options with a counselor or advisor. Number of credits may vary depending on the course selection.