



A degree in Accounting Technology will prepare students for entry level positions in accounting. It also provides hands-on instruction in all aspects in general ledger accounting for a service and a merchandise business, computerized accounting, payroll, taxation, and ethics.

## Recommended Course Sequence

General Education/Core Curriculum Courses	Credits	Suggested Semester
ENGL 1301* Composition I	3	Fall/Year 1
ENGL 2311* Technical and Business Writing	3	Spring/Year 1
MATH 1314* College Algebra	3	Fall/Year 2
SPCH 1315* Public Speaking	3	Fall/Year 2
XXXX X3XX† Social and Behavioral Sciences Elective	3	Spring/Year 2
XXXX X3XX† Language, Philosophy and Culture Elective OR Creative Arts Elective	3	Spring/Year 2
Program Courses	Credits	Suggested Semester
ACNT 1303* Introduction to Accounting I	3	Fall/Year 1
POFI 2301* Word Processing	3	Fall/Year 1
HRPO 1311* Human Relations	3	Fall/Year 1
BCIS 1305* Business Computer Applications	3	Fall/Year 1
ACNT 1329* Payroll and Business Tax Accounting	3	Spring/Year 1
ACNT 1304* Introduction to Accounting II	3	Spring/Year 1
ITSW 1307* Introduction to Database	3	Spring/Year 1
ACNT 1311* Introduction to Computerized Accounting	3	Fall/Year 2
ACNT 1331* Federal Income Tax: Individual	3	Fall/Year 2
POFI 1349* Spreadsheets	3	Fall/Year 2
ITSW 2334* Advanced Spreadsheets	3	Spring/Year 2
ACNT 2380* Cooperative Education – Accounting	3	Spring/Year 2
ACNT 1240* Accounting and Business Ethics	2	Spring/Year 2
ACNT 1193* Special Topics in Taxation	1	Spring/Year 2
<b>Total Credit Hours for Graduation</b>	<b>60</b>	

\*Grade of “C” or better is required for graduation.

†Students may take any course within this category of the TSC General Education Core Curriculum.

## Program Student Learning Outcomes

Program Student Learning Outcomes (PSLO) are statements that specify what students will know, be able to do or be able to demonstrate when they have completed the program.

1. Graduates of the Certificate in Accounting Technology will be able to analyze and record business transactions for a merchandising business in a manual and computerized environment.
2. Graduates of the Certificate in Accounting Technology will be able to calculate employee payroll an employer-related taxes.
3. Graduates of the Associate of Applied Science in Accounting Technology will be able to apply the theory and skills involving accounting procedures through the Co-op course.
4. Graduates of the Associate of Applied Science in Accounting Technology will be able to demonstrate the use of tax software by preparing eight tax returns during the VITA service.

This information is provided as an example only. You will develop a personalized plan with your Success Coach and faculty advisor/mentor that reflects your goals and interests. You are required to meet with an advisor each semester to ensure you are on track for graduation. This document does not contain all the information you need to stay on track for graduation.