Accounting

A.A.S. Degree (A25100)
Diploma (D25100)
Certificates (C25100A, C25100I)

Accounting curriculum is designed to provide students with the knowledge and the skills necessary for employment and growth in the accounting profession. Using the “language of business,” accountants assemble and analyze, process, and communicate essential information about financial operations.

In addition to course work in accounting principles, theories, and practice, students will study business law, finance, management, and economics. Related skills are developed through the study of communications, computer applications, financial analysis, critical thinking skills, and ethics.

Graduates should qualify for entry-level accounting positions in many types of organizations including accounting firms, small businesses, manufacturing firms, banks, hospitals, school systems, and governmental agencies. With work experience and additional education, an individual may advance in the accounting profession.

Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 120</td>
<td>Principles of Financial Accounting</td>
<td>4</td>
</tr>
<tr>
<td>ACC 121</td>
<td>Principles of Managerial Accounting</td>
<td>4</td>
</tr>
<tr>
<td>ACC 122</td>
<td>Principles of Financial Accounting II</td>
<td>3</td>
</tr>
<tr>
<td>ACC 129</td>
<td>Individual Income Taxes</td>
<td>3</td>
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<tr>
<td>ACC 130</td>
<td>Business Income Taxes</td>
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</tr>
<tr>
<td>ACC 140</td>
<td>Payroll Accounting</td>
<td>2</td>
</tr>
<tr>
<td>ACC 149</td>
<td>Introduction to Accounting Spreadsheets</td>
<td>2</td>
</tr>
<tr>
<td>ACC 150</td>
<td>Accounting Software Applications</td>
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<tr>
<td>ACC 220</td>
<td>Intermediate Accounting I</td>
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<tr>
<td>ACC 221</td>
<td>Intermediate Accounting II</td>
<td>4</td>
</tr>
<tr>
<td>ACC 226</td>
<td>Advanced Managerial Accounting</td>
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</tr>
<tr>
<td>ACC 227</td>
<td>Practices in Accounting</td>
<td>3</td>
</tr>
<tr>
<td>BUS 110</td>
<td>Introduction to Business</td>
<td>3</td>
</tr>
<tr>
<td>BUS 115</td>
<td>Business Law I</td>
<td>3</td>
</tr>
<tr>
<td>CIS 110</td>
<td>Introduction to Computers</td>
<td>3</td>
</tr>
<tr>
<td>ECO 251</td>
<td>Principles of Microeconomics</td>
<td>3</td>
</tr>
<tr>
<td>WBL 111**</td>
<td>Work-Based Learning I</td>
<td>1</td>
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<tr>
<td>WBL 115**</td>
<td>Work-Based Learning Seminar I</td>
<td>1</td>
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<td></td>
<td>Major Elective</td>
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<td>Total Major Required Hours ..................................................</td>
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</table>

Major Electives (Select 3 credits)

<table>
<thead>
<tr>
<th>Course</th>
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<th>Credits</th>
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<tbody>
<tr>
<td>BUS 137</td>
<td>Principles of Management</td>
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</tr>
<tr>
<td>BUS 230</td>
<td>Small Business Management</td>
<td>3</td>
</tr>
<tr>
<td>BUS 255</td>
<td>Organizational Behavior in Business</td>
<td>3</td>
</tr>
<tr>
<td>BUS 260</td>
<td>Business Communication</td>
<td>3</td>
</tr>
<tr>
<td>BUS 270</td>
<td>Professional Development</td>
<td>3</td>
</tr>
</tbody>
</table>

Job Outlook

According to the U.S. Department of Labor’s Occupational Outlook Handbook, “Employment of bookkeeping, accounting, and auditing clerks is projected to grow 11 percent from 2012 to 2022, about as fast as the average for all occupations. As the number of organizations increases and financial regulations become stricter, there will be greater demand for these workers to maintain books and provide accounting services.”


Note: Job Outlook information is based on national statistics.

Occupational Information

Visit the link below to find out more about occupations in this field including skills, education, potential wages and more.

Tax Preparers
CIP Code: 52.0301 SOC Code: 13-2082.00
http://www.onetonline.org/link/summary/13-2082.00

Billing and Posting Clerks
CIP Code: 52.0301 SOC Code: 43-3021.00
http://www.onetonline.org/link/summary/43-3021.00

Follow us on Facebook at https://www.facebook.com/MitchellCommunityCollege
Statistics Assistants
CIP Code: 52.0301  SOC Code: 43-3051.00
http://www.onetonline.org/link/summary/43-3051.00

Payroll and Timekeeping Clerks
CIP Code: 52.0301  SOC Code: 43-3031.00
http://www.onetonline.org/link/summary/43-3031.00

Brokerage Clerks
CIP Code: 52.0301  SOC Code: 43-4011.00
http://www.onetonline.org/link/summary/43-4011.00

Statistical Assistants
CIP Code: 52.0301  SOC Code: 43-9111.00
http://www.onetonline.org/link/summary/43-9111.00

Accounting Club
This club promotes accounting and business careers, educate students about various career paths, and prepare leaders.

Program Contacts
Dale Pocock, (704) 878-3339, dpocock@mitchellcc.edu, or Debby Bloom, (704) 878-3334, dbloom@mitchellcc.edu

Accounting
A.A.S. Degree (A25100) Certificates (C25100A, C25100I)

Bookkeeping, Accounting, and Auditing Clerks
CIP Code: 52.0301  SOC Code: 43-3031.00
http://www.onetonline.org/link/summary/43-3031.00

Payroll and Timekeeping Clerks
CIP Code: 52.0301  SOC Code: 43-3051.00
http://www.onetonline.org/link/summary/43-3051.00

Statistical Assistants
CIP Code: 52.0301  SOC Code: 43-9111.00
http://www.onetonline.org/link/summary/43-9111.00

DBA 110  Database Concepts .......................................................... 3
MKT 120  Principles of Marketing .................................................. 3
WBL 112, 121 Cooperative Education ....................................... 1-2

Total Credit Hours Required for A.A.S. Degree ................................. 69-70

Accounting Diploma (D25100)
ACC 120  Principles of Financial Accounting ................................. 4
ACC 121  Principles of Managerial Accounting ............................. 4
ACC 122  Principles of Financial Accounting II ......................... 3
ACC 129  Individual Income Taxes .................................................. 3
ACC 149  Introduction to Accounting Spreadsheets .................. 2
ACC 150  Accounting Software Applications ............................. 2
BUS 110  Introduction to Business .................................................. 3
BUS 115  Business Law I ................................................................. 3
CIS 110  Introduction to Computers ............................................... 3
ENG 111  Writing and Inquiry ......................................................... 3
MAT 143  Quantitative Literacy OR ............................................... 3
MAT 171  Precalculus Algebra ....................................................... 4
WBL 111**  Work-Based Learning I .............................................. 1
WBL 115**  Work-Based Learning Seminar I ................................ 1

Total Credit Hours Required for Diploma ........................................ 35-36

**WBL 111 and WBL 115 should be taken during the program of study after the completion of a minimum of 12 core semester hours.

Accounting Certificate (C25100A)
ACC 120  Principles of Financial Accounting ................................. 4
ACC 121  Principles of Managerial Accounting ............................. 4
ACC 129  Individual Income Taxes .................................................. 3
ACC 140  Payroll Accounting .......................................................... 2
ACC 150  Accounting Software Applications ............................. 2
BUS 110  Introduction to Business .................................................. 3

Total Credit Hours Required for Certificate Program ........................... 18

Income Tax Preparer Certificate (C25100I)
ACC 120  Principles of Financial Accounting ................................. 4
ACC 122  Principles of Financial Accounting II ......................... 3
ACC 129  Individual Income Taxes .................................................. 3
ACC 130  Business Income Taxes ..................................................... 3
CIS 110  Introduction to Computers ............................................... 3

Total Credit Hours Required for Certificate Program ........................... 16

Gainful Employment Disclosure for this certificate program is available at http://mitchellcc.edu/about-mcc/gainful-employment

Other Programs
If you are interested in a business-related program and plan to transfer to a four-year college or university, Mitchell offers:
- Pre-Business Administration, Accounting, Economics, Finance and Marketing (A1010A)
- Business Administration A.A.S. Degree (A25120)
- Business Administration—Human Resources Management A.A.S. Degree (A2512C)
- Business Administration—Marketing and Retailing A.A.S. Degree (A2512F)
- Banking Certificate (C25120B)
- Management Certificate (C25120A)
- Marketing Certificate (C2512F)

For more information on this and other programs, including application, admission requirements, and elective options, visit our website at www.mitchellcc.edu to view the current College catalog.