

ACCOUNTING



PURPOSE OF PROGRAM

The accounting program focuses on current trends while providing the graduate with the knowledge and skills required in today's multifaceted business world. You'll learn in an innovative, educational environment from faculty members who have worked in business and accounting. This associate degree program focuses on entry-level skills and covers many important aspects of the field such as corporate accounting, payroll, taxation, computerized accounting, and information technology. Our dual-purpose approach will prepare the accounting graduate for entry-level accounting positions or to transfer to a four-year college or university to pursue a baccalaureate degree.

The accounting program is accredited by the Accreditation Council for Business Schools and Programs (ACBSP). The accreditation represents the achievement of meeting the national standards established for associate degree-granting business programs.

CAREER OPPORTUNITIES

Many occupations are open to those who have both an accounting and information technology background. Graduates of this program will be prepared for entry level positions at accounting firms, small businesses, manufacturing firms, banks, hospitals, school systems, churches, and government agencies. Besides providing knowledge and skills for employment, the accounting program prepares students to continue their education at a four-year college or university. Transfer agreements with several colleges and universities ensure graduates can transfer as juniors into a four-year program. These two-plus-two agreements equal lower tuition costs for students when completing the first two years of their baccalaureate degree at NMCC.

ADMISSIONS POLICY

Completion of a four year high school program or a state high school equivalency certificate is required for admission into NMCC's accounting program. Applicants are required to have two years of high school math, including algebra I. Algebra II and accounting are also desired. A rolling admissions policy affords candidates the opportunity to apply and be accepted throughout the year, but early application (9-10 months prior to the school year) is recommended because of competition and strict enrollment capacities established for each program.

APPLICATION PROCEDURE

The following procedures constitute the admissions process:

1. An application form must be submitted accompanied by a nonrefundable \$20 application fee.
2. An official high school transcript must also be submitted (current seniors' transcripts should include completed ranking periods).
3. GED test scores must be submitted by applicants who are not high school graduates.
4. Official college transcripts must be submitted by applicants who have attended other colleges or post-secondary schools.
5. Placement testing or appropriate SAT scores, individual interviews and campus tours are required, in most cases, prior to being admitted.
6. Admissions decisions are made as quickly as possible once a candidate's file is complete.
7. Accepted applicants are required to make a deposit within thirty days of acceptance. Students requesting on campus housing are required to submit an additional deposit to reserve space in the residential complex.

NMCC is an equal opportunity/affirmative action institution and employer. For more information, please call 768-2791.

ACCOUNTING

2016-2017 Curriculum

Associate in Applied Science Degree Program

<u>First Semester</u>	C	L	CR
ACC 111 Principles of Accounting I	4	0	4
BUS 117 Business Law	3	0	3
CIS 105 Intro. to PC Operating Systems	1	0	1
CIS 113 Intro. to Microcomputer Apps.	3	0	3
ENG 111 English Composition	3	0	3
MAT 115 Business Mathematics	3	0	3
	17	0	17

<u>Second Semester</u>	C	L	CR
◆ ACC 121 Principles of Accounting II	4	0	4
CIS 108 Spreadsheet Applications	3	0	3
COM 212 Business Communications I	3	0	3
MAT 125 College Algebra	3	0	3
Humanities Elective	3	0	3
	16	0	16

<u>Third Semester</u>	C	L	CR
◆ ACC 211 Intermediate Accounting I	4	0	4
◆ ACC 214 Federal Taxation I	3	0	3
◆ ACC 234 Accounting Info. Systems I	3	0	3
CIS 129 Database Applications	3	0	3
COM 111 Speech	3	0	3
ECO 111 Principles of Economics	3	0	3
	19	0	19

<u>Fourth Semester</u>	C	L	CR
◆ ACC 221 Intermediate Accounting II	4	0	4
◆ ACC 225 Federal Taxation II	3	0	3
◆ ACC 242 Accounting Info. Systems II	3	0	3
BUS 106 Effective Customer Service	3	0	3
Business Elective	3	0	3
	16	0	16

TOTAL REQUIRED 68

◆ *Major courses; a minimum grade of "C" or 2.0 required.*