



Program Map
Accounting Specialist

Degree: Accounting Specialist Associate of Applied Science (AAS)
Certificate: Accounting Specialist Advanced Technical Level 4 (C4)
Certificate: Accounting Specialist Level 2 (C2)



BUSINESS

Program Description: The Accounting Specialist Associate of Applied Science curriculum is for those students whose primary interests lie in the area of accounting, but who do not plan to work towards a four-year degree or become an accounting technician. This will be accomplished through providing a core curriculum of courses designed to impart a general theoretical and practical knowledge of accounting, and allowing the student discretion in selecting additional accounting and related courses. If you are seeking to qualify to take the Certified Public Accountant exam, admission requires a bachelor's degree.

Contact:
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Department Website:
 sites.austincc.edu/accounting

The **Accounting Specialist Associate of Applied Science** is a two-year course of study that will provide detailed knowledge and skills in the various functions of accounting and accounting management. The skills and knowledge will prepare the student to enter the work force. Course work includes both general accounting courses to establish a foundation of study and specialized courses that will allow the student to meet their individual career objectives. A graduate of this 2-year program has the option of pursuing a 4-year baccalaureate degree (Bachelors of Applied Arts & Science) offered by a number of state universities.

Students interested in transfer should always contact ACC counselors and consult with an advisor or articulation officer from their receiving institution.

Final approval of the degree plan for graduation is provided by the Admissions Office. Application for graduation must be on file in the Admissions Office before the published deadline of the student's final semester. The ACC Catalog contains important information about graduation.

The **Accounting Specialist Advanced Technical Certificate** award recognizes attainment of enhanced skills for those students wanting to enroll in a Masters of Accountancy degree plan at a 4-year institution of higher learning. All courses may be applied toward the Accounting Specialist Advanced Technical Certificate or the Professional Accountant Advanced Technical Certificate. Admissions requirement is a bachelor's degree.

The **Accounting Specialist Marketable Skills Award** recognizes attainment of enhanced skills for those students employed in the accounting or related areas. All courses may be applied toward the Accounting Specialist or the Professional Accountant Advanced Technical Certificate.

*Use this **Program Map** to choose courses with your college advisor and track your progress towards milestones and completion of program.*

Pre-Degree Requirements		
Program Specific	Reading and Writing Placement <i>Placements based on TSI</i>	Mathematics Placement <i>Placements based on TSI</i>
	<input type="checkbox"/> Basic Developmental Courses <input type="checkbox"/> ESOL Courses <input type="checkbox"/> INRW Courses	<input type="checkbox"/> MATD-0332 - Basic Math Skills <input type="checkbox"/> MATD-042x/032x – ALEKS Sequence <input type="checkbox"/> MATD-0385/0485 – Developing Mathematical Thinking <i>Not prerequisite for MATH-1314/1324</i> <input type="checkbox"/> MATD-0370 – Elementary Algebra <input type="checkbox"/> MATD-0390 – Intermediate Algebra <input type="checkbox"/> <i>Take MATD-0370 and 0390 to prepare for MATH-1314/1324</i>
<p><i>D = Degree</i> <i>C2 = Level 2 Certificate</i> <i>C4= Level 4 Certificate</i></p> <p>SEMESTER-BY-SEMESTER PROGRAM PLAN FOR FULL-TIME STUDENTS <i>Plans can be modified to fit the needs of part-time students by adding more semesters</i></p>		

C 4	C 2	D	Semester 1	C R	Advising Notes
		•	EDUC 1300 - Effective Learning: Strategies for College Success	3	New ACC Students with less than 12 SCH of successful college credit must take EDUC 1300 in their first semester. Other students can choose a speech course from the Component Area Option section of the Core Curriculum Course list.
		•	MATH 1324 – Mathematics for Business and Economics	3	
		•	ECON 2302 - Principles of Microeconomics	3	
		•	BCIS 1305 - Business Computer Applications	3	
•		•	ACCT 2301- Principles of Accounting I– Financial	3	Prerequisite for the Accounting Specialist Advanced Technical Level 4 Certificate.
				15	Program Semester Hours / Meet with your advisor
			Semester 2		– Meet with your advisor
		•	ENGL 2311 - Technical and Business Writing	3	
		•	Language, Philosophy, and Culture OR Creative Arts	3	Select from the Language, Philosophy, and Culture OR Creative Arts areas of the Core Curriculum Course list.
•		•	ACCT 2302 - Principles of Accounting II-Managerial	3	
•		•	ACNT 1371 - Business Applications in Accounting	3	
•		•	ACNT 1331 – Federal Income Tax: Individual	3	
9		1 5		15	Program Semester Hours / Meet with faculty advisor
			Semester 3		
•	•	•	ACNT 2303 - Intermediate Accounting I	3	
		•	ACNT 1347 - Federal Tax for Partnerships and Corporations	3	
•		•	Accounting Elective	3	AAS select Accounting elective courses from: ACNT 1372, ACNT 1391, ACNT 1393, ACNT 2304, ACNT 2330, ACNT 2331, ACNT 2332, ACNT 2333, ACNT 2376. Accounting Specialist Advanced Technical Certificate select accounting elective courses from: ACNT 1347, ACNT 2304, ACNT 2309, ACNT 2330.
		•	ECON 2301 – Principles of Macroeconomics	3	
•			Accounting Elective	3	Accounting Specialist Advanced Technical Certificate select elective courses from: ACNT 1347, ACNT 2304, ACNT 2309, ACNT 2330.
		•	ETWR 2377 - Advanced Business Communications	3	
9		1 5		15	Program Semester Hours / Meet with your advisor
			Semester 4		
		•	BUSG 2317 - Business Law	3	
•		•	Accounting Elective	3	AAS select Accounting elective courses from: ACNT 1372, ACNT 1391, ACNT 1393, ACNT 2304, ACNT 2330, ACNT 2331, ACNT 2332, ACNT 2333, ACNT 2376.
•	•	•	ACNT 2332 - Accounting Information Systems	3	
•	•	•	ACNT 2331 - Internal Control and Auditing	3	ACHIEVEMENT: Accounting Specialist Advanced Technical Certificate ACHIEVEMENT: Accounting Specialist Marketable Skills Award
		•	ACNT 2375 - Advanced Theory and Problems in Accounting OR ACNT 2388 - Internship -- Accounting OR ACNT 1393 - Special Topics in Taxation	3	Students transitioning to the Advanced Technical Certificate-Professional Accountant must select either ACNT 1393 topic Tax Research or ACNT 2375. ACHIEVEMENT: Associate of Science in Accounting Specialist

3	9	1		15	Program Semester Hours
0		5			

Total Program Hours: 60

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Career & Transfer Resources Updated 8/18/17

Career Information

Common Job Titles

Bookkeeping, Accounting, and Auditing Clerks; Billing, Cost, and Rate Clerks; Payroll and Timekeeping Clerks; Tax Preparers; Accountants; Financial Examiners; Auditors; Tax Examiners and Collectors, and Revenue Agents

Regional Labor Market Information

Bookkeeping, Accounting, and Auditing Clerks: New workers generally start around \$26,713. Normal pay for Bookkeeping, Accounting, and Auditing Clerks is \$40,295 per year, while highly experienced workers can earn as much as \$58,720 in this region. Over the last year, 378 companies have posted 2,881 jobs for Bookkeeping, Accounting, and Auditing Clerks in Austin-Round Rock, TX.

Source: <https://austincc.emsicc.com/careers/bookkeeping-accounting-and-auditing-clerk>

Accountants: New workers generally start around \$42,377. Normal pay for Accountants is \$65,167 per year, while highly experienced workers can earn as much as \$108,397. Over the last year, 459 companies have posted 4,097 jobs for Accountants in this region. There are currently 12,774 Accountants that are employed in Austin-Round Rock, TX.

Source: <https://austincc.emsicc.com/careers/accountant/wages>

Career and labor market research tools (see Quick Reference Guide at <http://www.austincc.edu/career>):

EMSI: <https://austincc.emsicc.com/>, Bureau of Labor Statistics: <http://www.bls.gov/ooh/>, O*NET: <https://www.onetonline.org/>

Career Resources: ACC's career services website provides information on career exploration and employment at <http://www.austincc.edu/career>. Students are encouraged to consult with their area of study advisor for additional career assistance. The above information is provided as a guide and reference tool for occupations related to this program. This is not a guarantee of job placement in any of these occupations after successful completion of an ACC program. The common job titles listed are representative titles and are provided for career research. These are not the only occupations possible in this area of study.

Transfer Information

The Accounting Specialist Associate of Applied Science prepares students to directly enter the workforce; however, a Bachelor of Applied Arts and Sciences (BAAS) is an excellent alternative to the BBA degree. These degrees apply non-transferable courses and work experience towards the degree. You still must meet general education requirements and take upper level courses.

Transfer Guides: *The universities listed here do not constitute an ACC endorsement. Transfer course evaluations and determination of which courses will count toward a bachelor's degree are made by the receiving transfer institution.*

Texas State University: <http://www.owls.txstate.edu/undergraduate-degrees/applied-arts-sciences.html>

Concordia University Texas: <http://www.concordia.edu/academics/college-of-business-and-communication/baas-in-business.html>

Tarleton State University: <http://www.tarleton.edu/degrees/bachelors/baas-business/>

Texas A&M University - Central Texas: <https://www.tamuct.edu/degrees/undergraduate/business-management.html>

Texas Tech University: https://www.depts.ttu.edu/universitystudies/prospective_students/baas.php

Additional Transfer Resources: ACC's transfer website provides information on additional colleges & universities: <http://www.austincc.edu/transferguides>. Students are encouraged to consult with a faculty advisor, area of study advisor, and/or their chosen transfer institution to ensure courses taken at ACC will apply toward their bachelor's degree program.