

# ACCOUNTING ASSOCIATE A.A.S.

62 Semester Credit Hours; Curriculum: 0005

This is a comprehensive program that encompasses financial accounting, accounting technology, managerial accounting, taxation, and business ethics. Additionally, students will complete 18 credit hours of general education courses. Graduates will be eligible for a variety of accounting jobs, including staff accounting, accounts payable, general ledger, payroll, or income tax preparation.

**Note:** Refer to IAI General Education Courses page for guidelines on General Education course selection.

Code	Title	Hours
<b>General Education Requirements:</b>		
<i>Area A — Communications</i>		
EGL 101	Composition I	3
Select one of the following:		
EGL 102	Composition II	3
EGL 111	Introduction to Business and Technical Writing	3
EGL 212	Technical Writing Applications	3
SPE 103	Effective Speech	3
<i>Area B — Mathematics</i>		
Select one course from Area B (Mathematics) or Area C (Science)		0-3
<i>Area C — Science</i>		
Select one course from Area B (Mathematics) or Area C (Science)		0-3
<i>Area D — Social and Behavioral Sciences</i>		
One course from a social or behavioral science discipline (ECO 202 recommended)		3
<i>Area E — Humanities/Fine Arts</i>		
One course from a humanities or fine arts discipline		3
<i>Area F — Global Studies</i> <sup>1</sup>		
One course that satisfies Global Studies requirement		0-3
<i>Area G — U.S. Diversity Studies</i> <sup>2</sup>		
One course that satisfies U.S. Diversity Studies requirement		0-3
Other General Education credits: Additional credits from Areas B, C, D, E, F or G if needed to meet 18-credit-hour minimum		0-3
<b>Total General Education Requirements</b>		<b>18</b>
<b>Major Requirements</b>		
ACC 153	Principles of Financial Accounting	4
ACC 154	Principles of Managerial Accounting	4
ACC 170	Payroll Tax Accounting	1
ACC 180	Accounting with Microsoft Excel <sup>3</sup>	3
ACC 183	QuickBooks Online Certified User Preparation <sup>3</sup>	3
ACC 188	Cloud Accounting <sup>4</sup>	2
ACC 241	Intermediate Accounting I	4
ACC 244	Income Tax Accounting	3
ACC 255	Careers in Accounting	2
BUS 101	Introduction to Business	3
BUS 107	Applied Business Ethics	3
or MGT 276	Corporate Social Responsibility and Decision Making	3
BUS 221	Business Law I	3

ECO 201	Principles of Macroeconomics	3
MGT 118	Effective Management Communications	3
Additional ACC courses to complete the 45-credit-hour major requirements (ACC 280 recommended)		3
<b>Total Major Requirements</b>		<b>45</b>
<b>Total Hours</b>		<b>62</b>

- Students may take a Global Studies course that satisfies both Area F and another Area requirement.
- Students may take a U.S. Diversity course that satisfies both Area G and another Area requirement.
- Students who have completed ACC 164, ACC 173, and/or ACC 251 in previous terms may follow the program requirements outlined in the 2016 college catalog or contact the department Co-Chair for further information.
- ACC 188 requirement can be satisfied by completion of ACC 250 prior to Fall 2018.

## Accounting Associate Pathway

The following pathway is recommended for students pursuing an Associate in Applied Science degree in Accounting. **General Education courses should be selected from the list of IAI General Education Courses.**

First Year		
Fall Semester		Hours
ACC 153	Principles of Financial Accounting	4
EGL 101	Composition I	3
BUS 101	Introduction to Business	3
Select one of the following:		4
MAT 111	Business and Consumer Mathematics	
MAT 140	College Algebra	
MAT 143	Finite Mathematics	
MAT 180	Calculus for Business and Social Science	
<b>Hours</b>		<b>14</b>
Spring Semester		
ACC 154	Principles of Managerial Accounting	4
ACC 170	Payroll Tax Accounting	1
ACC 180	Accounting with Microsoft Excel	3
ACC 188	Cloud Accounting <sup>3</sup>	2
Select one of the following:		3
EGL 102	Composition II	
EGL 111	Introduction to Business and Technical Writing	
EGL 212	Technical Writing Applications	
SPE 103	Effective Speech	
<b>Hours</b>		<b>13</b>
Summer Semester		
ACC 183	QuickBooks Online Certified User Preparation	3
ECO 201	Principles of Macroeconomics	3
<b>Hours</b>		<b>6</b>
Second Year		
Fall Semester		Hours
ACC 241	Intermediate Accounting I	4
ACC 244	Income Tax Accounting	3
ACC 255	Careers in Accounting	2
ECO 202	Principles of Microeconomics (or chose other Social and Behavioral Sciences course)	3
Note: You may select a course that also satisfies Global Studies <sup>1</sup> and/or U.S. Diversity Studies <sup>2</sup> requirements		
Choose one Humanities/Fine Arts course		3

Note: You may select a course that also satisfies Global Studies<sup>1</sup> and/or U.S. Diversity Studies<sup>2</sup> requirements

Hours		15
<b>Spring Semester</b>		
ACC Elective (ACC 280 recommended)		3
BUS 221	Business Law I	3
MGT 118	Effective Management Communications	3
BUS 107 or MGT 118	Applied Business Ethics or Effective Management Communications	3
Choose one Humanities/Fine Arts course		3
Note: You may select a course that also satisfies Global Studies <sup>1</sup> and/or U.S. Diversity Studies <sup>2</sup> requirement		
Hours		15
<b>Total Hours</b>		<b>63</b>

<sup>1</sup> At least one Global Studies course is required for degree completion.

<sup>2</sup> At least one U.S. Diversity Studies course is required for degree completion.

<sup>3</sup> ACC 188 requirement can be satisfied by completion of ACC 250 prior to Fall 2018.

**Note:** Part-time students should consult the department chair to discuss a part-time pathway as well as course prerequisites and recommendations. For more information on recommended courses or program specific advising, contact the Office of Advising, Transitions, and Student Success at 847.635.1700 (Des Plaines) or 847.635.1400 (Skokie).

## Program Learning Outcomes

Upon completion of this program, students will be able to demonstrate their knowledge of:

1. Analyze financial accounting topics, utilizing the Financial Accounting Standards Board (FASB) Codification Database.
2. Prepare and analyze individual, corporation, and partnership taxation using the Research Institute of America's (RIA) research database.
3. Perform accounting functions in QuickBooks, with a focus on topics covered on the QuickBooks Certified User Exam.
4. Perform accounting functions in Microsoft Excel, including pivot tables, IF statements, macros, financial functions, and goal seek.
5. Perform accounting function in Cloud Accounting platforms, including Google Sheets, Microsoft Excel Online, and QuickBooks online.
6. Utilize Cloud Drives, including Google Drive, Microsoft One Drive, and file sharing.