

Accounting

Associate of Applied Science Degree

Program Coordinator Chris Culver, 541.463.5153, culverc@lanecc.edu

Purpose To prepare graduates to enter the field of accounting.

Learning Outcomes The student who successfully completes all Accounting requirements will:

- anticipate and actively explore innovative solutions to technological and organizational challenges.
- organize and manage the daily business functions of an organization.
- apply critical thinking and analytical skills in decision-making and problem solving.
- use software including word processing, spreadsheets, and databases to input, manage, and interpret information to meet organizational needs.
- create and present professional documents, work papers, and presentations for both internal and external users.
- work independently within diverse business environments; apply individual strengths and critical thinking to collaborative efforts.
- perform on the job in ways that reflect professional ethics, legal standards, and organizational expectations.
- use computerized and manual systems to record data and prepare accounting statements and reports.
- use research and analytical skills to support the activities of the organization.
- formulate questions that can be addressed with data and collect, organize, and display relevant data to answer them.
- apply accounting theory to analyze accounting information.
- understand and monitor the financial, tax, payroll, legal, and other compliance requirements for a variety of organizational entities.
- understand accounting as the “language of business”
- plan, budget, and evaluate financial performance.

Cooperative Education (Co-op) Co-op offers students graded college credit for on-the-job work experience related to educational and career goals. Through Co-op, students connect theory and practice, develop skills, expand career knowledge, and make contacts for future job openings. Three credits of Co-op are required for the AAS degree. Additional Co-op credit is strongly recommended as an elective. Contact Jamie Kelsch, Accounting Co-op Coordinator, Bldg. 19, Rm. 253A, 541.463.5540, kelschj@lanecc.edu.

Job Openings Projected through 2020

Lane County openings 52 annually

Statewide openings 640 annually

Wages

Lane County average hourly \$16.64; average annual \$33,577

Oregon average hourly \$16.14; average annual \$34,610

Costs Estimate based on 2015-16 tuition and fees. Consult Lane's website for updated tuition.

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|---|----------|
| Books | \$3,440 |
| Computers/Internet Service | \$1,500 |
| Resident Tuition and General Student Fees | \$11,188 |

Total Estimated Cost \$16,128

Course fees may change during the year. See the online credit class schedule for fees assigned to courses.

Course Requirements

1. An approved 3-credit Health class can be substituted for the PE requirements. Please speak with your academic advisor.
2. BT 020 must be taken for a letter grade, not P/NP.
3. Students must place at least into WR 121 or WR 121_H and MTH 095, or take classes to reach these levels before enrolling in program courses. Consult course descriptions for prerequisites on other courses.
4. All program core courses (BA, BT) must be taken for a letter grade, and must be completed with a grade of “C” or better to meet program requirements. See course listings for prerequisites.
5. Foundational Requirements (writing, math, communication and Health/Wellness/Fitness courses) may be completed with a grade of “C-” or a “Pass”.
6. Before enrolling in BT 120 MS WORD for Business or BT 123 MS EXCEL for Business, students are expected to have a basic knowledge of the Windows operating system and the ability to type 30 words per minute accurately.
7. Before enrolling in BA 214 Business Communications, students must pass BT 108 Business Proofreading and Editing.

Prerequisites

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| BT 108 Business Proofreading and Editing | 4 |
| BT 020 10-Key Calculator | 1 |

First Year

| | Fall |
|--|------|
| CG 203 Human Relations at Work..... | 3 |
| MTH 095 Intermediate Algebra or higher..... | 5 |
| BT 120 MS WORD for Business | 4 |
| Physical Education Requirement..... | 1 |
| Choice of: | 4 |
| WR 121 Introduction to Academic Writing | |
| WR 121_H Introduction to Academic Writing-Honors | |

| | Winter |
|--|--------|
| BA 101 Introduction to Business..... | 4 |
| BA 214 Business Communications..... | 4 |
| BT 123 MS EXCEL for Business..... | 4 |
| BT 165 Introduction to the Accounting Cycle..... | 4 |

| | Spring |
|---|--------|
| BA 281 Personal Finance..... | 4 |
| BT 163 QuickBooks | 4 |
| BT 206 Co-op Ed: Business Seminar..... | 2 |
| MTH 105 Math in Society or higher | 4 |
| Physical Education Requirement..... | 1 |

Second Year

| | Fall |
|---|------|
| BA 211 Financial Accounting..... | 4 |
| BT 170 Payroll Records and Accounting | 4 |
| BT 223 MS EXCEL for Business-Expert..... | 4 |
| BT 272 Tax concepts & Preparation | 4 |

| | Winter |
|--|--------|
| BA 226 Business Law | 4 |
| BA 278 Leadership & Team Dynamics..... | 4 |
| BT 221 Budgeting for Managers..... | 4 |
| Communication Course | 4 |

| | Spring |
|--|--------|
| BA 280AC Co-op Ed: Accounting..... | 3 |
| BT 276 Automated Accounting Systems..... | 4 |
| BT 286 Professional Bookkeeping | 4 |
| Physical Education Requirement..... | 1 |

To request this information in an alternate format please contact the Center for Accessible Resources at (541) 463-5150 or accessibleresources@lanecc.edu.