

# Occupational and Technology Associate Degrees

## *Associate in Applied Science Degrees*

The Associate in Applied Science Degree combines general education with coursework designed to prepare students for immediate entry into the workforce upon graduation. Bay College's approved General Education Model ensures that the curriculum of all occupational programs has a balance of technical, vocational, and liberal arts study courses. Students considering the AAS degree who may wish to transfer should see an advisor.

## Accounting, AAS

Award Granted: Associate in Applied Science in Accounting

Credits/Contacts Required: **62/62**

Major code: 03/302

CIP Code: 520301

## Description

The Associate in Applied Science in Accounting degree is designed to enable students to gain entry level employment in the accounting field. This degree is designed for students who do not wish to transfer to a four-year college or university.

### **General Education Requirements (Min 15 Credits)**

- ENGL 101 - Rhetoric & Composition **Credits: 3**
- BUSN 177 - Mathematics of Business **Credits: 3**
- XXXX xxx - Social & Behavioral Science or Humanities Elective **Credits: 3**
- XXXX xxx - General Education Electives **Credits: 6**

### **Program Requirements (Min 47 Credits)**

- ACCT 101 - Accounting Principles I **Credits: 4**
- ACCT 102 - Accounting Principles II **Credits: 4**
- ACCT 105 - Accounting with Computers **Credits: 3**
- ACCT 110 - Payroll Accounting **Credits: 3**
- ACCT 210 - Intermediate Accounting I **Credits: 4**
- ACCT 211 - Intermediate Accounting II **Credits: 4**
- ACCT 215 - Cost Accounting I **Credits: 4**
- BUSN 195 - Business Communications **Credits: 3**
- CIS 101 - Computer Concepts & Applications **Credits: 4**
- CIS 122 - Microsoft Access **Credits: 1**
- CIS 130 - Spreadsheet Applications **Credits: 3**
- OIS 150 - Word Processing Applications **Credits: 4**
- XXXX xxx - Co-Op/Internship or Approved Elective **Credits: 6 #**

## Suggested Sequences Per Semester

### First Semester

- ACCT 101 - Accounting Principles I **Credits: 4**
- BUSN 177 - Mathematics of Business **Credits: 3\***
- CIS 101 - Computer Concepts & Applications **Credits: 4**
- ENGL 101 - Rhetoric & Composition **Credits: 3**

First Semester Total - Credit(s): 14 | Contacts: 14

### Second Semester

- ACCT 102 - Accounting Principles II **Credits: 4**
- ACCT 105 - Accounting with Computers **Credits: 3**
- ACCT 110 - Payroll Accounting **Credits: 3**
- CIS 130 - Spreadsheet Applications **Credits: 3**
- OIS 150 - Word Processing Applications **Credits: 4**

Second Semester Total - Credit(s): 17 | Contacts: 17

### Third Semester

- ACCT 210 - Intermediate Accounting I **Credits: 4**
- ACCT 215 - Cost Accounting I **Credits: 4**
- BUSN 195 - Business Communications **Credits: 3**
- CIS 122 - Microsoft Access **Credits: 1**
- XXXX xxx - Social & Behavioral Science or Humanities Elective **Credits: 3**

Third Semester Total - Credit(s): 15 | Contacts: 15

### Fourth Semester

- ACCT 211 - Intermediate Accounting II **Credits: 4**
- XXXX xxx - Co-op/Internship or Approved Elective **Credits: 6 #**
- XXXX xxx - General Education Electives **Credits: 6**

Fourth Semester Total - Credit(s): 16 | Contacts: 16

## NOTES:

\* Other mathematics credits may be accepted in the circumstances where a student has changed programs.

Keyboarding skills are necessary for the successful completion of this degree. Students may demonstrate keyboarding proficiency by passing the keyboarding test available in the Student Computing Center. Students without prior keyboarding experience should enroll in OIS-090.

# Students are encouraged to complete a Co-Op/Internship to fulfill program elective credits. All Co-Op/Internships must be approved by an advisor and **may require that the student pass a criminal background check**. Students may also fulfill this requirement by completing 6 credits from any combination of ACCT, BUSN, CIS, ECON, HMG, or OIS courses. ACCT 100 will be accepted as an elective only if taken prior to successful completion of ACCT 101.