

# ACCOUNTING

Delivery: Daytime Program  
 Start: Fall or Spring Semester, Full- or Part-Time  
 Location: Rosemount Campus

## Outcomes

Accountant A.A.S. Degree . . . . . 72 credits  
 Accountant Diploma . . . . . 64 credits  
 Accounting Clerk Diploma. . . . . 32 credits

## Major Description

Accounting students are trained to analyze, interpret and record financial information. Working with word processing, spreadsheet and accounting software, they learn how to prepare financial statements, tax returns and government forms. They also learn federal and state tax and payroll laws.

## Work Environment

Accountants work in typical office settings with a fair number working out of their homes. Some travel during the course of their workdays, visiting branch locations, government offices and client businesses.

## Potential Job Titles

- Account Administrator
- Budget Accountant
- Business Analyst
- Financial Adviser
- Payroll Accountant
- Tax Accountant

## Salary Data

- Average Wage: \$30.97
- Top Earners: \$46.23

## ACCOUNTANT – A.A.S. DEGREE

### Fall Semester - First Year

Course#	Course Title	Credits
ACCT1000	Principles of Accounting I	4
ACCT1100	Business Law and Ethics	3
ACCT1106	Accounting Mathematics	3
COML1400	Introduction to Computers	3
	General Education Elective**	4
<b>Total Credits</b>		<b>17</b>

### Spring Semester - First Year

Course#	Course Title	Credits
ACCT1003	Principles of Accounting II	4
ACCT1226	Payroll Accounting	3
ACCT1306	Spreadsheets	3
ACCT1406	Income Tax	4
	Technical Elective*	3
SPEE1020	Interpersonal Communication	3
<b>Total Credits</b>		<b>20</b>

### Fall Semester - Second Year

Course#	Course Title	Credits
ACCT2000	Intermediate Accounting I	4
ACCT2100	Cost Accounting I	4
ACCT2200	Accounting Computer Applications I	3
ENGL1100	Writing and Research Skills	3
	General Education Elective**	3
<b>Total Credits</b>		<b>17</b>

### Spring Semester - Second Year

Course#	Course Title	Credits
ACCT2003	Intermediate Accounting II	4
ACCT2103	Cost Accounting II	4
ACCT2203	Accounting Computer Applications II	3
ACCT2306	Auditing	3
	General Education Elective (MnTC Goal 3 or 4)**	4
<b>Total Credits</b>		<b>18</b>

**TOTAL PROGRAM REQUIREMENTS 72**

*This is a sample course sequence resulting in an A.A.S. degree. Please consult your program advisor regarding your academic plans.*

*\* Technical Electives may be selected from course subject areas ACCT, ISTC or OFFC.*

*\*\* Select General Education electives from any MnTC goal area. See pages 116-118 in the college catalog.*

## ACCOUNTANT – DIPLOMA

### Fall Semester - First Year

Course#	Course Title	Credits
ACCT1000	Principles of Accounting I	4
ACCT1100	Business Law and Ethics	3
ACCT1106	Accounting Mathematics	3
	Technical Elective*	2
COML1400	Introduction to Computers	3
<b>Total Credits</b>		<b>15</b>

### Spring Semester - First Year

Course#	Course Title	Credits
ACCT1003	Principles of Accounting II	4
ACCT1226	Payroll Accounting	3
ACCT1306	Spreadsheets	3
ACCT1406	Income Tax	4
SPEE1020	Interpersonal Communication	3
<b>Total Credits</b>		<b>17</b>

### Fall Semester - Second Year

Course#	Course Title	Credits
ACCT2000	Intermediate Accounting I	4
ACCT2100	Cost Accounting I	4
ACCT2200	Accounting Computer Applications I	3
	Technical Elective*	2
ENGL1100	Writing and Research Skills	3
<b>Total Credits</b>		<b>16</b>

### Spring Semester - Second Year

Course#	Course Title	Credits
ACCT2003	Intermediate Accounting II	4
ACCT2103	Cost Accounting II	4
ACCT2203	Accounting Computer Applications II	3
ACCT2306	Auditing	3
	Technical Elective*	2
<b>Total Credits</b>		<b>16</b>

**TOTAL PROGRAM REQUIREMENTS 64**

*This is a sample course sequence resulting in a diploma.  
Please consult your program advisor regarding your academic plans.*

*\* Technical Electives may be selected from  
course subject areas ACCT, ISTC or OFFC.*

## ACCOUNTING CLERK – DIPLOMA

### Fall Semester - First Year

Course#	Course Title	Credits
ACCT1000	Principles of Accounting I	4
ACCT1100	Business Law and Ethics	3
ACCT1106	Accounting Mathematics	3
COML1400	Introduction to Computers	3
	Technical Elective*	2
<b>Total Credits</b>		<b>15</b>

### Spring Semester - First Year

Course#	Course Title	Credits
ACCT1003	Principles of Accounting II	4
ACCT1226	Payroll Accounting	3
ACCT1306	Spreadsheets	3
ACCT1406	Income Tax	4
ENGL1100	Writing and Research Skills	3
<b>Total Credits</b>		<b>17</b>

**TOTAL PROGRAM REQUIREMENTS 32**

*This is a sample course sequence resulting in a diploma.  
Please consult your program advisor regarding your academic plans.*

*\* Technical Electives may be selected from  
course subject areas ACCT, ISTC or OFFC.*