

PROGRAM REQUIREMENTS

www.cvtc.edu - 1-800-547-2882

START DATE(S): August, January	EFFECTIVE: August 2011
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ACCOUNTING: Program Outcomes

Associate Degree

Course Number	Course Title	Hrs./Week	Credits	Prerequisite(s)/Comments
First Semester				
101-111	Accounting I	5	4	
101-121	Payroll Accounting	2	2	
103-102	Microsoft Office Suite	3	2	Computer literacy
801-195	Written Communications	3	3	(See Prepared Learner Guide)
804-123	Math with Business Applications OR	4	3	(See Prepared Learner Guide)
804-189	Introductory Statistics	3	3	(See Prepared Learner Guide)
809-122	Introduction to American Government OR	3	3	(See Prepared Learner Guide)
809-197	Contemporary American Society	3	3	(See Prepared Learner Guide)
Total Semester Hrs./Week and Total Credits		20 hrs.	17 cr.	
Second Semester				
101-106	Accounting Spreadsheets and Calculations	4	2	101-111 with a grade of C or better, 103-102
101-113	Accounting II	5	4	101-111 with a grade of C or better
101-150	Accounting Software Applications	5	3	101-111 with a grade of C or better
102-160	Business Law	3	3	
801-196	Oral/Interpersonal Communications	3	3	(See Prepared Learner Guide)
801-198	Speech	3	3	(See Prepared Learner Guide)
Total Semester Hrs./Week and Total Credits		23 hrs.	18 cr.	
Third Semester				
101-116	Intermediate Accounting I	5	4	101-113 with a grade of C or better
101-123	Income Tax I	5	4	101-111 with a grade of C or better, or instructor approval
101-125	Cost Accounting	4	3	101-113 with a grade of C or better
809-198	Introduction to Psychology	3	3	(See Prepared Learner Guide)
101-134	Personal Financial Planning OR	2	2	Fall only
101-133	Accounting for Government & Nonprofit Entities	2	2	Spring only, 101-113 with a grade of C or better
Total Semester Hrs./Week and Total Credits		19 hrs.	16 cr.	
Fourth Semester				
101-117	Intermediate Accounting II	4	4	101-116 with a grade of C or better
101-118	Managerial Accounting	3	3	101-113 with a grade of C or better
101-131	Accounting Systems	4	3	101-116, 101-150 with a grade of C or better
101-160	Accounting Internship (128 hours)	2	2	101-116 with a grade of C or better
809-195	Economics	3	3	(See Prepared Learner Guide)
101-126	Income Tax Preparation OR	4	2	Spring only, 101-123 with a grade of C or better
101-127	Auditing	2	2	Fall only, 101-113 with a grade of C or better
Total Semester Hrs./Week and Total Credits		18 hrs.	17 cr.	

TOTAL CREDITS REQUIRED = 68

2.0 MINIMUM PROGRAM CUMULATIVE GPA REQUIRED FOR GRADUATION

A grade of "C" or better is required in all program (101) courses.

If a student does not enroll in any courses at CVTC for two or more consecutive semesters, the student will be required to reapply with Admissions. Students must abide by any changes in admission requirements and degree requirements.

Accounting Tips

Prepared Learner

Prepared Learner classes are designed to get students ready for a variety of college-level academics, including reading, writing, math and science. Scores on the COMPASS[®] or ACT assessments will tell us if you need to take one or more areas of these classes, which may be required for some Gen Ed classes. Students must successfully complete each required Prepared Learner class with a C grade or better before registering for some General Education courses.

Computer Literacy

To be successful in this program, you must possess basic computer skills before entry (basic computer operations and basic keyboarding skills – must type at least 20 words per minute.)

On-line and Flexible Learning

Students may be able to earn many of the required credits by taking courses online. Other course delivery formats may be available also.

Accounting Internship

The student is responsible for locating an accounting internship worksite and should use job search skills while seeking an internship. The accounting internship instructor will assist the student in their search. Accounting internship worksite and respective duties must be approved by the accounting internship instructor. Students are encouraged to start looking for an internship in the 3rd semester.

Transfer Credit

To see what courses transfer to a public postsecondary institution in Wisconsin, go to the Transfer Information System at www.uwsa.edu/tis.

- Click on Credit Transfer Wizard
- Click on Course Wizard

You must contact the college you wish to attend to find out exactly what they expect and when you should seek admission. The Transfer Information System does not include private colleges or out-of-state institutions.

Available Certificates

Please go to www.cvtc.edu to see all available certificates.

Financial Aid Consideration:

Some courses may not be eligible for financial aid. Courses must be part of a program to be eligible. A list of courses not eligible is located on www.cvtc.edu.

Accreditation in Accountancy

Accounting graduates are eligible to take the Accreditation in Accountancy exam. If students pass the exam, they have earned the designation of Accredited Business Accountant and may use the initials ABA after their name.