

Accounting

2008-2009

Program Overview

Every type of organization, whether it is a small business, government agency, or large corporation, requires accountants and bookkeepers to operate efficiently. As a bookkeeper or accountant, your responsibilities may be to record or analyze and interpret financial data in a variety of areas. These areas include accounts payable or receivable, payroll, cost programs, income and sales taxes and preparation of financial statements. Because many of today's accounting tasks are being performed through computer systems, you also need a working knowledge of these systems.

Students interested in any of the Accounting Career Programs should possess above average reading skills, accuracy in working with numbers, and the ability to think logically.

Program Options

Program Name: # of Credits, # of Semesters

Accounting (Associate in Applied Science Degree): 64 cr, 4 sem

Accountant (Diploma): 45 cr, 3 sem

Accounting Technician (Certificate): 30 cr, 2 sem

Curriculum at-a-glance

The following is a list of the types of courses that are involved in the Accounting **career** (non-transfer) programs. For more information on **transfer** curriculum, see "Transfer Students" (next section).

Major Courses:

Introduction to Accounting
Financial Accounting
Managerial Accounting
Introduction to Microcomputers
Computerized Accounting Applications
Introduction to Business
Macroeconomics
Payroll Procedures
Intermediate Accounting
Federal Income Taxation
Business Communications

General Education Courses:

For the AAS degree, students select a minimum of 20 credits in the following areas:
English Composition
Speech-Communication
Science/Mathematics
History/Social and Behavioral Sciences
Humanities/Fine Arts

Transfer Students

Transfer students typically will take approximately two-thirds of their courses in General Education courses from the categories listed above. The remaining one-third are taken in foundation courses that prepare the student to continue with the Accounting major on the four-year campus (e.g. Financial Accounting, Economics, Statistics).

Important Telephone Numbers

Admissions Office	(651)773-1700
Counseling & Career Center	(651)779-3285
Financial Aid Office	(651)779-3305
<u>Program Instructor for AAS Degree and Transfer Program:</u>	
Mike Williams	(651)779-3246
<u>Program Instructor for Diploma and Certificate Programs:</u>	
Al Aspelund	(651)779-3998

Transfer Program

Please note: Students interested in transferring to a four-year college to complete a bachelor's degree in Accounting will follow an Associate of Arts (transfer) program. This program is composed of general education and foundation courses in the area of business and accounting. The majority of accounting courses (for transfer students) are taken on the four-year campus.

Financial Aid

Financial aid is available to those who are eligible. Students must apply for financial aid early as it can take 6-8 weeks to be processed. Please contact the Financial Aid Office for more information and a free financial aid application.

Policies are as of the publication date and subject to change.

Check our website for current tuition rates.



Thank you for choosing Century College to begin building your future success. We're glad that you are here!

As Minnesota's largest two-year community and technical college, Century offers students the state's most comprehensive selection of professional and technical career programs as well as academic transfer options. Century College offers over 60 different career programs.

At Century College, our faculty and staff are also committed to assist you in the development of a LifePlan. The GPS LifePlan will be a useful tool to help you navigate your college experience and get you where you want to go.

Century College is known for having a nationally respected teaching faculty, friendly and supportive learning environment and affordable tuition. Through Century's strong relationship with the business community, many of our students are offered employment opportunities while still enrolled at Century College. We're here to help you succeed in your career goals.

We are confident your experience at Century College will be a rewarding one.

**Higher Education. Lower Tuition.
Century College.**

Welcome!

Discover Century's other great Business, Computer, Marketing and Office Career programs.

Accounting

Business Administration

Business Management

Computer Science Programs

- Internet Programming
- Information Telecommunications Technology

- Information Security/Assurance

Microcomputer Support Technology

- PC Support Specialist
- Computer Forensics

Marketing, Sales & Retail

Office Technology

- Administrative Assistant
- Courses with emphasis in medical support
- Software Applications

Information in this brochure is also available in an alternate format in compliance with ADA requirements. Phone 651-779-3354 or 651-773-1715 TTY for information.



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