

# ACCOUNTING • Associate in Science in Business Administration

**BEDFORD CAMPUS AND LOWELL CAMPUS - DAY AND EVENING**

✓	COURSE #	COURSE TITLE	CREDITS	PREREQUISITES
___	BU 1101	Introduction to Business	3	EN 2103 or higher placement
___	BU 1103	Business Law <b>or</b>		
___	BU 1110	Legal Environment of Business	3	
___	BU 1241	Cooperative Field Experience	3	Completion of at least 12 credits in student's degree or certificate program with a minimum GPA of 2.0 or higher.
___	BU 2101	Introduction to Accounting I	3	MA 1101 and EN 2103 or higher placement. Corequisite: MA 1103
___	BU 2102	Introduction to Accounting II	3	BU 2101
___	BU 2105	Managerial Accounting	3	CA 1101 and either BU 2102 or BU 2104
___	BU 2201	Intermediate Accounting I	3	BU 2102 or 2105
___	BU 2202	Intermediate Accounting II	3	BU 2201
___	BU 2221	Taxation	3	BU 2102 or *
___	BU 2231	Computerized Accounting	3	BU 2102
<b>Choose two of the following (6 credits):</b>			<b>6</b>	
___	CA 1105	Spreadsheet Applications		CA 1101 or *
___	BU 2215	Introduction to Finance		BU 2101
___	BU 3101	Principles of Management		BU 1101 or *
___	BU 4101	Principles of Marketing		BU 1101 or *
___	BU ___	Business Elective		
___	CA 1101	Microcomputer Applications <b>or</b>		EN 2103 or higher placement and either taking, having successfully completed or tested out of EN 1101 and MA 1103
___	CA ___***	Computer Applications elective	3	
___	EN 1103	English Composition I	3	EN 1101 or placement by exam
___	EN 1105	English Composition II:		EN 1103
		An Introduction to Literature	3	
___	HU ___	Humanities elective	3	
___	MA ___	Mathematics elective **	3	
___	SC ___	Science elective	3-4	
___	SO 2111	Principles of Macroeconomics	3	MA 1103, eligible for EN 1103
___	SO 2113	Principles of Microeconomics	3	SO 2111
___	SO ___	Behavioral Science elective	3	
			<b>63 - 64</b>	

\*permission of instructor  
 \*\*Must be above MA 1103  
 \*\*\*CA 1100 will not satisfy this requirement

### Program Description:

The Accounting associate in science in Business Administration degree program is designed to prepare students for a wide variety of accounting support positions. The degree provides students with a strong accounting foundation including expertise in accounting computer applications found in most accounting firms and accounting departments of businesses. The coursework also exposes students to a variety of general education courses designed to strengthen the overall educational experience of the accounting student. The cooperative field experience, and related course, give students industry experience and focuses on career development and workplace issues.

### Career and Transfer Outlook:

Graduates are prepared for entry-level positions in accounting support or as assistants in large corporations, bookkeepers in small business, or client representatives in CPA firms. Accounting support personnel help businesses organize and report their financial information in departments such as accounts receivable, accounts payable, payroll and sales.

### Helpful Hints:

Students interested in a career as a certified public accountant should choose the Business Administration Transfer degree program since a bachelor's degree is required for the CPA licensure exam.

**Special Requirements:** Additional course work may be required based on college placement testing. Students are urged to meet with their advisor for proper course sequencing.