

ACCOUNTING, APPLIED

College of Rural and Community Development
Department of Applied Business, Paralegal and Accounting
Community and Technical College 907-455-2800
www.ctc.uaf.edu/programs/abus/accounting.html

A.A.S. Degree

Minimum Requirements for A.A.S. Degree: 60 credits

The applied accounting program prepares students for entry- and mid-level accounting positions in payables and/or receivables, bookkeeping and payroll accounting. This program covers financial decision-making tools for the small business operator as well.

Courses in the applied accounting program address the concerns of modern business people and provide the training necessary to enhance business success. The applied accounting program prepares a student to enter the UAF School of Management's B.B.A. program in accounting in order to earn the 150 credits required to take the CPA exam in Alaska.

Students entering the A.A.S. program are expected to have basic computer skills equivalent to CIOS F150. Classes are scheduled during the day, in the evening and online to accommodate working students. Microcomputer and office technology labs are available for hands-on training.

Major — A.A.S. Degree

1. Complete the general university requirements (page 93).
2. Complete the A.A.S. degree requirements. (See page 97. As part of the A.A.S. degree requirements, it is recommended that students complete ABUS F154 for the human relations requirement. ABUS F155 is the recommended computation course.)

3. Complete the following program (major) requirements:*
ABUS F101—Principles of Accounting I.....3
ABUS F141—Payroll Accounting.....3
ABUS F175—Customer Service (3)
 or ABUS F179—Fundamentals of Supervision (3).....3
ABUS F201—Principles of Accounting II.....3
ABUS F202—Principles of Accounting III.....3
ABUS F203—Accounting Capstone.....3
ABUS F210—Income Tax.....3
ABUS F221—Microcomputer Accounting (3)
 or ABUS F220—Microcomputer Accounting:
 QuickBooks (3).....3
ABUS F233—Financial Management.....3
ABUS F235—Fund Accounting for Non-Profits (3)
 or ABUS F160—Principles of Banking (3).....3
BA F151—Introduction to Business.....3
CIOS F135—Microcomputer Spreadsheets (3)
 or CIOS F240—Microcomputer Databases (3).....3
Department-recommended electives.....9
 4. Minimum credits required.....60
- * Students must earn a C grade (2.0) or better in each course.

Minor

1. Complete the following:
ABUS F101—Principles of Accounting I.....3
ABUS F201—Principles of Accounting II (3)
 or ABUS F235—Fund Accounting for Non-Profits (3).....3
ABUS F210—Income Tax.....3
ABUS F220—Microcomputer Accounting: QuickBooks (3)
 or ABUS F221—Microcomputer Accounting (3).....3
BA F151—Introduction to Business.....3
CIOS F135—Microcomputer Spreadsheets (3)
 or CIOS F240—Microcomputer Databases (3).....3
2. Minimum credits required.....18

All degrees (e.g. Certificate, A.A., A.A.S., A.S., etc) require additional courses. Refer to specific degree and program requirements.

Certificate Requirements

COMMUNICATION (2-3)

Complete one of the following:

| | | |
|-----------------|---------|-------|
| ENGL F111X..... | (3) | _____ |
| ABUS F170 | (3) | _____ |
| ABUS F271 | (3) | _____ |
| ENGL F211X..... | (3) | _____ |
| ENGL F212 | (3) | _____ |
| ENGL F213X..... | (3) | _____ |
| COMM F131X..... | (3) | _____ |
| COMM F141X..... | (3) | _____ |
| DEVS F104..... | (1 – 3) | _____ |
| DEVS F105 | (3) | _____ |

Other program-approved discipline-based communication course or discipline-based courses with embedded communication content. (2 – 3)

* ENGL F212 does not fulfill the second half of the written communication requirement for the bachelor's degree.

COMPUTATION (2-3)

Complete one of the following:

| | | |
|------------------------------------------------------------------------------------------------------------|-----|-------|
| Any course at the F100-level or above in mathematical sciences (computer science, math or statistics)..... | (3) | _____ |
| ABUS F155 | (3) | _____ |
| DEVM F105..... | (3) | _____ |
| ECE F117 | (3) | _____ |
| HLTH F116 | (3) | _____ |
| HUMS F117..... | (3) | _____ |
| PRT F155..... | (3) | _____ |
| TTCH F131 | (3) | _____ |

Other program-approved discipline-based computation course or discipline-based courses with embedded computation content. (2 – 3)

HUMAN RELATIONS (2-3)

Complete one of the following:

| | | |
|---------------------------|-----|-------|
| ANTH F100X/SOC F100X..... | (3) | _____ |
| ABUS F154 | (3) | _____ |
| ANL F287..... | (3) | _____ |
| ECE F245 | (3) | _____ |
| ED/PSY F245..... | (3) | _____ |
| HLTH F106 | (3) | _____ |
| HUMS F120..... | (3) | _____ |
| RHS F110 | (1) | _____ |
| AND RHS F115 | (2) | _____ |

Other program-approved discipline-based human relations course or discipline-based courses with embedded human relations content. (2 – 3)

MAJOR SPECIALTY CREDITS (minimum)..... 21

Minimum credits for required certificate..... 30

Associate of Applied Science Requirements

COMMUNICATION (9)

| | | |
|-----------------|-----|-------|
| ENGL F111X..... | (3) | _____ |
|-----------------|-----|-------|

Complete one of the following:

| | | |
|-----------------|-----|-------|
| ABUS F271 | (3) | _____ |
| ENGL F211X..... | (3) | _____ |
| ENGL F212 | (3) | _____ |
| ENGL F213X..... | (3) | _____ |

* ENGL F212 does not fulfill the second half of the written communication requirement for the bachelor's degree.

Complete one of the following:

| | | |
|-----------------|-----|-------|
| COMM F131X..... | (3) | _____ |
| COMM F141X..... | (3) | _____ |

COMPUTATION (3)

Complete one of the following:

| | | |
|------------------------------------------------------------------------------------------------------------|-----|-------|
| Any course at the F100-level or above in mathematical sciences (computer science, math or statistics)..... | (3) | _____ |
| ABUS F155 | (3) | _____ |
| DEVM F105..... | (3) | _____ |
| ECE F117 | (3) | _____ |
| HLTH F116 | (3) | _____ |
| HUMS F117..... | (3) | _____ |
| PRT F155..... | (3) | _____ |
| TTCH F131 | (3) | _____ |

Other program-approved discipline-based computation course or discipline-based courses with embedded computation content. (3)

HUMAN RELATIONS (2-3)

Complete one of the following:

| | | |
|---------------------------|-----|-------|
| ANTH F100X/SOC F100X..... | (3) | _____ |
| ABUS F154 | (3) | _____ |
| ANL F287..... | (3) | _____ |
| ECE F245 | (3) | _____ |
| ED/PSY F245..... | (3) | _____ |
| HLTH F106 | (3) | _____ |
| HUMS F120..... | (3) | _____ |
| RHS F110 | (1) | _____ |
| AND RHS F115 | (2) | _____ |

Other program-approved discipline-based human relations course or discipline-based courses with embedded human relations content. (3)

MAJOR SPECIALTY CREDITS (minimum)..... 30

Minimum credits required for degree 60



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Admissions and the Registrar • P.O. Box 757480 • Fairbanks, AK 99775-7480 • admissions@uaf.edu • www.uaf.edu

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