

## Accounting Technology (Certificate of Technical Studies)

The Certificate of Technical Studies in Accounting provides the knowledge and skills necessary for entry-level accounting and bookkeeping, with a focus on the employment needs of local/state governments and the area parishes' business community. It also provides the necessary credit hours to meet state civil service accounting requirements for advancement in several entry-level accounting positions. This program of study is not designed for college transfer.

To receive this certificate, the student must:

- Have a cumulative GPA of 2.00 or better in all credit hours to be used towards the certificate.
- Earn a "C" or better in all courses.
- Complete the coursework listed below.

**Program Outcomes. Upon successful completion of the program, the graduate will be able to:**

1. **Explain basic accounting concepts, such as the accounting equation, and accounting terms, e.g. debits and credits, used in business and government employment positions.**
2. Perform basic accounting skills, such as journalizing and posting of transactions and the preparation and analysis of financial statements.
3. Demonstrate the accounting functions with computerized accounting software.
4. Explain auditing and accounting information systems and relate to other accounting functions.
5. Train for accounting careers in bookkeeping and other accounting entry-level employment positions in business and government.

### PROGRAM OF STUDY

		<b>Credit Hours</b>
ACCT 2313 <sup>1</sup>	Financial Accounting I	3
ACCT 2323 <sup>1, 2</sup>	Financial Accounting II	3
ACCT 2103 <sup>3</sup>	Introduction to Auditing	3
ACCT 2213 <sup>3</sup>	Introduction to Managerial Accounting	3
ACCT 2413 <sup>3</sup>	Computer-Based Accounting	3
ACCT 2353 <sup>3</sup>	Accounting Information Systems	3
ACCT elective	<i>(see below)</i>	3
ACCT elective	<i>(see below)</i>	3
		24

**ACCT Electives:** *Choose from the following:*

ACCT 2123<sup>4</sup>, Intro to Governmental and Not-for-Profit Accounting

ACCT 2513<sup>3</sup>, Payroll Accounting

ACCT 2613<sup>4</sup>, Introduction to Federal Taxation

<sup>1</sup> Students may take ACCT 2113 in place of ACCT 2313 and 2323. Students choosing this option must then take an additional ACCT elective. Credit will not be given for both ACCT 2313/2323 and ACCT 2113.

<sup>2</sup> Prerequisite is ACCT 2313.

<sup>3</sup> Prerequisite is ACCT 2323 or 2113.

<sup>4</sup> Prerequisite is ACCT 2313 or 2113.