

Program Description

This program prepares individuals to practice the profession of accounting and to perform related business functions. This includes instruction in accounting principles and theory, financial accounting, managerial accounting, cost accounting, budget control, tax accounting, legal aspects of accounting, reporting procedures, statement analysis, planning and consulting, business information systems, accounting research methods, professional standards and ethics, and applications to specific for-profit, public, and non-profit organizations.

Campus
MOV, NOR, RIV

Award Type
AS, S

Career Opportunities

- Accounting Analyst
- Accounting Clerk
- Accounting Technician
- Accounts Manager
- Bookkeeper

Wages

	Annual	Hourly
Accounting Clerk	\$35,698	\$18.59

Contact Information

Riverside – (951) 222-8551
Norco – (951) 372-7067
Moreno Valley – (951) 571-6125

BUSINESS ADMINISTRATION

AS523/CE523

ACCOUNTING CONCENTRATION Certificate Program

Major Core Requirements:

<u>Required Courses (18 units)</u>		<u>Units</u>
ACC-1A	Principles of Accounting I	3
BUS-10	Introduction to Business	3
BUS-18A	Business Law I	3
BUS-20	Business Mathematics	3
BUS-22	Management Communications	3
CIS-1A	Intro. to Computer Information Systems	3
or		
CIS/CAT3	Computer Applications for Working Professionals	3

Major Concentration Requirements 12

In addition to Business Administration Major Core Requirements of 18 units noted above, choose another 12 units from the Accounting Concentration listed below:

Business Administration Major Core Requirements	18	
<u>Required for this concentration</u>	<u>3</u>	
ACC-1B	Principles of Accounting II	3
and		
<u>Select another 9 units from the following:</u>	<u>9</u>	
ACC-61	Cost Accounting	3
ACC-62	Payroll Accounting	3
ACC-63	Income Tax Accounting	3
ACC-65	Computerized Accounting	3
ACC-66	Non-Profit and Governmental Accounting	3
ACC-200	Work Experience	1-2-3-4
BUS/MAG-47	Applied Business and Management Ethics	3

NOTE: Accounting is a concentration of the business Administration Program.

Accounting

Banking and Finance
Business
Human Resources

Logistics Management
Management
Marketing
Real Estate

NOTE: Students must complete all Business Administration Major Core Requirements and must complete Major Concentration Requirements (total of 30 units) in order to receive the Certificate in the Concentration area of their choice.

Associate in Science Degree

The Associate in Science degree in Business Administration with a Major Concentration will be awarded upon completion of the requirements for the certificate, plus completion of the graduation requirements as described in the catalog. Note: A student may obtain Certificates in Business Administration with Major Concentrations in more than one field of study.

