

ACCOUNTING, CERTIFICATE OF PROFICIENCY

Florissant Valley, Forest Park and Meramec

The Accounting Certificate of Proficiency degree program is designed to provide students with the knowledge and skills to meet the changing needs required in today's job market. The accountant's role has changed dramatically with the dominant role of computers and the Certificate of Proficiency degree provides a strong foundation with commercial computer applications in Accounting. The Certificate of Proficiency also provides currently employed persons the opportunity to acquire an extensive accounting background and the necessary skills and proficiencies to attain employment in the accounting field.

Cost of Attendance. For more information on cost of attendance visit MoSCORES (<https://scorecard.mo.gov/Search/>).

Program Career and Salary Information. Pursuant to Missouri HB 1606 (2018), information regarding the number of credit hours, program length, employment rate, wage data, and graduates employed in careers related to their program of study at St. Louis Community College can be found at the following URL: <https://scorecard.mo.gov/scorecard/> (https://www.google.com/url?q=https://scorecard.mo.gov/scorecard/&sa=D&ust=1555536894857000&usg=AFQjCNG1xf3E_i2lO96zEytILO-s5xaJCQ). Search using School / Program "St. Louis Community College" and choose the degree or credential type of interest.

The following limitations to the data apply: Information provided is based on the most recent cohorts available. Typically, most recent cohorts for wage and completion data are six years prior to the current academic year. Time to complete a program of study varies depending on the number of credit hours students earn per semester.

Interested in this program? Start the enrollment process by visiting the Apply to STLCC (<https://www.stlcc.edu/admissions/apply-to-stlcc/>) page.

At the completion of the program, students are expected to:

- utilize the basic accounting terminology and the accounting cycle.
- classify business transactions using basic accounting concepts (manually and with the use of computer technology).
- record business transactions using basic accounting concepts (manually and with the use of computer technology).
- compute business transactions using basic accounting concepts (manually and with the use of computer technology).
- verify business transactions using basic accounting concepts (manually and with the use of computer technology).
- prepare the four basic financial statements according to GAAP (Income Statement, Equity Statement, Balance Sheet, and Cash Flows Statement).
- create professional documents about the financial condition of a business entity.

- make financial decisions about the four basic financial statements.
- communicate orally useful information about the financial condition of a business entity.
- interpret financial information while working in teams consisting of individuals with diverse backgrounds.
- identify the various uses of technology as it applies to the Accounting field.
- demonstrate technical proficiency for an entry-level junior accountant with the use of Quickbooks software and Microsoft Excel.
- identify the different types of ethical issues that are encountered in a business environment.
- apply the Accounting code of ethical conduct that relates to business organizations.
- apply high ethical standards as it relates to contacts with fellow students, instructors, and employers.
- apply the basic principles of law with our judicial system while addressing legal dilemmas. This includes legal ethics, constitutional law, contracts, torts, intellectual property, and business crime.
- write responses addressing a legal dilemma using the various sources of law.
- distinguish between the legal and ethical responses to a business dilemma.

Program of Study

Code	Title	Credit Hours
Required Courses		
BUS 103	Business Mathematics	3
ACC 100	Applied Accounting	3
ACC 110	Financial Accounting I	4
ACC 114	Managerial Accounting	3
ACC 208	Intermediate Accounting I	3
ACC 213	Survey of Business Taxes	3
BLW 101	Business Law I	3
ACC 120	Computer Accounting Applications for Business	3
ACC 122	Computer Accounting Applications - Spreadsheets	3
ACC 124	Computer Accounting Applications - Databases	3
ACC xxx	Accounting Elective	3
Business Electives		
Select one of the following:		3
ACC xxx		
IS 116 or IS 151		
BUS xxx		
FIN xxx		
Total Credit Hours		37

PLEASE NOTE: If you originally enrolled at STLCC prior to Fall 2021, you may need to view an archived catalog (<https://www.stlcc.edu/programs-academics/course-catalog/>) for your correct program requirements. Please speak with an advisor or the program coordinator for more information.

Code	Title	Hours	Prerequisites	Milestones/Notes
First Year				
Fall				
ACC 100	Applied Accounting	3	Reading Proficiency	

BUS 103	Business Mathematics	3	Reading Proficiency	
	Credit Hours	6		
Spring				
ACC 110	Financial Accounting	4	ACC 100 or a high school accounting course or department approval, and Reading Proficiency	
BLW 101	Business Law I	3	Reading Proficiency	
	Credit Hours	7		
Second Year				
Fall				
ACC 114	Managerial Accounting	3	ACC 110 with grade of "C" or better and Reading Proficiency	
ACC 120	Computer Accounting Applications for Business	3	ACC 100 and/or ACC 110 and/or department approval and Reading Proficiency	
ACC 122	Computer Accounting Applications - Spreadsheets	3	ACC 110 or department approval and Reading Proficiency	
ACC 124	Computer Accounting Applications - Databases	3	ACC 110 or department approval and Reading Proficiency	
ACC 213	Survey of Business Taxes	3	ACC 110 or department approval and Reading Proficiency	
	Credit Hours	15		
Spring				
ACC 208	Intermediate Accounting I	3	ACC 114 with a grade of "C" or better or department approval	Apply for graduation
Accounting Elective		3		Select one course from ACC
Business Elective		3		Select course from BUS, ACC, IS 116 or 151, FIN
	Credit Hours	9		
	Total Credit Hours	37		

*Click on the hyperlinked course number to view additional information about the course.

**Students completing a course that has been assigned a MOTR number may transfer that course to any public institution in Missouri. Those who complete CORE 42 requirements will have that verification on their transcript.

*** It is your responsibility to verify that the courses listed above will transfer to the four-year institution of your choice. Maximize your transfer credits/classes by meeting with an academic advisor.