



20000 68th Ave W
Lynnwood, WA 98036-5999
www.edcc.edu

Accounting

Associate of Technical Arts Degree

Program Requirements

2011-2012

Student Name _____
Student ID _____

Program Description The **Associate of Technical Arts Degree in Accounting** is a program designed for students who completed the Accounting Certificate and want advanced skills for employment in the accounting field. The program includes technology, management, communication and accounting courses for those who seek jobs as office managers, administrative assistants, executive assistants, program managers, small business owners, and others who will be working with budgets and financial information. The program is also designed for those who are looking for advancement in their careers or a new skill set in understanding and using financial information.

Degree Outcomes Outcomes for Edmonds Community College degrees and certificates can be found in the online college catalog at the bottom of each degree or certificate. To find specific outcomes, click on the degree or certificate from the program list in the online catalog at <http://catalog.edcc.edu>.

Common Course Numbering Changes Please refer to www.edcc.edu/ccn for more information.

Credit/Grade Requirements This ATA degree requires successful completion of **90** credits as outlined. To receive the ATA degree in Accounting, the student must complete the 42-credit Accounting Certificate requirements. A minimum of 30 credits or one-third of the required credits, whichever is less, must be earned at Edmonds Community College. Students are required to maintain a minimum cumulative grade point average of 2.0 in all college-level courses.

General Education/Related Instruction Requirements Students who complete degrees or certificates of 45 credits or more are required to demonstrate learning in the following general education/related instruction areas: communications, computation/quantitative skills, and human relations/group interaction.

Cultural Diversity Edmonds Community College requires that students earning a degree or certificate of 45 credits or more meet the Cultural Diversity Requirement. Courses that satisfy this requirement are marked as “:CD” on the requirement sheet and/or “Meets Cultural Diversity Requirement” in the quarterly class schedule.

Students are advised to

- Plan their schedule several quarters in advance in order to accommodate courses that are offered only once or twice a year
- Review the college catalog for required course prerequisites and include these in schedule planning
- Communicate with a faculty adviser

Graduation Application A completed Graduation Application form must be submitted to Enrollment Services by the 10th day of the quarter in which the student expects to graduate. Forms are available at Enrollment Services located in Lynnwood Hall, or online at www.edcc.edu/credentials/.

Advisers The advisers for this program are

Gisela Dicklin	gdicklin@edcc.edu	425-640-1504
Sophia Ju	sophia.ju@edcc.edu	425-640-1124
Amy Shigley	amy.shigley@edcc.edu	425-640-1599
Peter Vander Weyst	pvanderw@edcc.edu	425-640-1636
Andy Williams	andy.williams@edcc.edu	425-640-1450

College Resources

Department Website	http://acct.edcc.edu
Home Page	http://www.edcc.edu
How to Enroll	http://getstarted.edcc.edu
Transfer Center	http://transfer.edcc.edu
Advising appointments	425-640-1458
College Bookstore	http://bookstore.edcc.edu

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ACCOUNTING ATA DEGREE

In addition to completing the Accounting Certificate students will complete:

	Course		Qtr	Credit	Grade
I. Program Requirements (30 credits)					
	ACCT& 202	Principles of Accounting II	_____	5	_____
	ACCT& 203	Principles of Accounting III	_____	5	_____
	ACCT 214	Individual Income Tax	_____	5	_____
	BSTEC 110	Business Communications:CD OR	_____	_____	_____
	BSTEC 245	Advanced Business Communications	_____	5	_____
	BSTEC 225	Advanced Excel Projects	_____	5	_____
	MGMT 270	Project Management I	_____	5	_____
 II. Career Management * (4-6 credits)					
	BUS 290	Professional Development Seminar and	_____	1	_____
	BUS 291	Business Internship	_____	3-12	_____
	OR				
	ACCT 215	Federal Income Tax Preparation ** and	_____	5	_____
	BUS 291	Business Internship	_____	1	_____
 III. Recommended Electives (to complete 90 credits)					
	BSTEC 108	Business Presentations	_____	5	_____
	BSTEC 223	Advanced Access	_____	3	_____
	BSTEC 226	Internet Applications	_____	4	_____
	BUS& 101	Introduction to Business	_____	5	_____
	BUS& 201	Business Law	_____	5	_____
	ECON 140	The World Economy:CD	_____	5	_____
	MATH 140	Business Precalculus	_____	5	_____
	MATH& 148	Business Calculus	_____	5	_____
	MGMT 101	Intro to E-Commerce	_____	5	_____
	MGMT 260	Small Business Management	_____	5	_____

Explanatory Notes

* These courses should be taken within the last two quarters of your program

** Prerequisite for this course is ACCT 214. Students prepare tax returns through VITA

Adviser's Signature	Date	Dean's Signature	Date