

ACCOUNTING TECHNOLOGY

32

Associate of Applied Science

AAS.ACNT
Fall 2008-Spring 2009

Applied Business Technology
College of Applied Technology and General Studies
UTB-TSC

Student _____ ID# _____ Date _____

E-mail _____ Signature _____

Academic or Faculty Advisor _____ Date _____

FIRST SEMESTER

			HRS	GR	SEM
POFT	1313	Professional Development for Office Personnel	3		
ITSW	1304	Introduction to Spreadsheets	3		
ACNT	1403	Introduction to Accounting I	4	†	
POFT	1301	Business English	3		
POFT	1329	Beginning Keyboarding	3	†	

SECOND SEMESTER

ACNT	1329	Payroll & Business Tax Accounting	3		
ACNT	1404	Introduction to Accounting II	4		
ACNT	1313	Computerized Accounting Applications	3		
ENGL	1301	Composition I	3	†	
POFT	2312	Business Correspondence & Communication	3		

THIRD SEMESTER

ITSW	1301	Introduction to Word Processing*	3		
ACNT	1311	Intro to Computerized Accounting	3		
ACNT	1331	Federal Income Tax: Individual	3		
MATH	1314	College Algebra or MATH 1332 Math for Liberal Arts	3	†	
SPCH	1315	Applied Communication	3		

FOURTH SEMESTER

ECON	2301	Macroeconomics	3		
		Humanities/Fine Arts Elective ¹	3		
ACNT	2380	Cooperative Education - Accounting ²	3		
POFT	1325	Business Math & Machine Applications	3		
ACNT	2302	Accounting Capstone	3	†	
TOTAL CREDIT HOURS FOR GRADUATION			62		

Please review the requirements listed on this page. Once you have read them, please show your agreement by completing the signature portion at the top.

This degree is active for six(6) years from the Catalog year above. Non-completion may require updating to an active degree.

Developmental courses may be recommended based on test scores. All students must comply with Texas Success Initiatives (TSI) requirements.

† Grade of "C" or better is required for graduation.

¹ Humanities / Fine Arts Elective: ENGL 2332, ENGL 2333, ARTS 1301, ARTS 1303, MUSI 1306, MUSI 1308

² Co-op Prerequisite: Approval of Department Chair or Co-op Coordinator

* Keyboarding proficiency is required. Students may be advised to take Beginning Keyboarding (POFT 1329)