

East Central College

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East Central College is accredited by
the Higher Learning Commission and
a participant in the Academic Quality
Improvement Program (AQIP).
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THE CAREER

Accountants, accounting assistants and bookkeepers are important to any business because of their abilities to analyze, record, organize, summarize and interpret business information. They help companies and organizations run efficiently and effectively by keeping records accurate and ensuring that taxes and other payments are made on time. Accountants, auditors, accounting assistants and bookkeepers work for corporations, partnerships, sole proprietorships, not-for-profits and governments across the globe. Advances in computer technology have greatly changed the way these professionals and paraprofessionals do their work. Recent changes in federal law, like the Sarbanes Oxley Act, have created new opportunities in the field of accounting.

EMPLOYMENT & SALARY INFORMATION

The accounting profession is experiencing average growth, per the U.S. Bureau of Labor Statistics. By 2022, the number of positions is expected to increase by 11 percent. In May 2012, the median earnings of bookkeeping, accounting and auditing clerks were \$35,170. Their salaries ranged from less than \$21,610 (lowest 10 percent) to more than \$54,310 (top 10 percent).

PROFESSIONAL TRAITS

Those pursuing a career in this field should:

- Have an aptitude for math
- Be able to analyze, compare and interpret facts and figures quickly
- Clearly communicate the results of their work to clients and managers both verbally and in writing
- Be good at working with people, business systems and computers
- Have a high standard of integrity

THE PROGRAM

Accounting is the language of business and the East Central College Accounting program is designed to provide the foundation required for modern accounting and business professionals to excel in today's professional environment.

The program provides many courses and several degree options for students who want to enter the field. Accounting classes are characterized by small size, use of current technology, instructors who are willing to provide assistance and a modern business lab environment in the accounting area for additional assistance.

Students also have the opportunity to network with local and regional business leaders through classroom visits, business department sponsored conferences and internships. ECC has also worked closely with regional universities and colleges to design a curriculum for students planning to transfer to four-year institutions.

ADMISSIONS REQUIREMENTS

Students must have completed:

- ✓ High school diploma or the equivalent (documentation sent to the registration office)
- ✓ Application for admission
- ✓ A placement test as specified by the college (some courses require minimum placement results)

TRANSFER OPTIONS

Associate of Applied Science degrees are designed for students seeking employment immediately upon graduation. Many of the credits, particularly the general education electives earned with this program, however, are also accepted as transfer credit by four-year colleges and/or universities. Please note that transferring credit is decided solely by the bachelor degree-granting institution. Students are advised to contact the four-year school of their choice regarding transferability before beginning a program and/or reviewing other AAS or AA degrees offered through East Central College.

ACCOUNTING

ASSOCIATE OF APPLIED SCIENCE

PROGRAM OF STUDY

AAS Program (60 credit hours)

This program of study is for a full-time student; part-time study is also available. Please contact an academic advisor for full course options. All academic schedules are subject to change. Many of these courses are also part of the Accounting Certificate of Achievement program (CA). For the most current schedule or to view our Certificate Program, visit www.eastcentral.edu.

FALL SEMESTER

COURSE	
FS 1000/ FS 1001	Campus Orientation/ Foundation Seminar ^{CA}
EN 1223/ EN 1233	English Comp I or Honors English Comp I ^{CA}
AC 1003	Financial Accounting I ^{CA}
MT 1023	Business Mathematics (or higher) ^{CA}
BU 1003	Introduction to Business ^{CA}
CS 1013/ CS 1003	Survey of Computers & Information Systems (preferred) or Microcomputer Applications ^{CA}
Total Hours	

SPRING SEMESTER

AC 1022	Payroll Accounting ^{CA}
AC 1023	Financial Accounting II ^{CA}
BU 1213	Business Communication ^{CA}
EN 1403	Technical Writing ^{CA}
HI 1000/ PS 1000	Constitutions Study Module ^{CA}
	History or Political Science Requirement ^{CA}
Total Hours	

FALL SEMESTER

COURSE	HOURS
AC 1043	Managerial Accounting
AC 2043	Intermediate Accounting I ^F
AC 2053	Tax Accounting ^F
AC 1033	Accounting Tech/Quickbooks
EC 2103/ EC 2203	Principles of Microeconomics or Principles of Macroeconomics
Total Credit Hours	

SPRING SEMESTER

BU 2033	Legal Environment of Business *
AC 2013	Computer Assisted Accounting
AC 2073	Cost Accounting ^S
	Science Requirement (without Lab)
BU 2213	Program Capstone-Business ^S
Total Hours	

^{CA} Course is part of the Accounting Certificate of Achievement program

* This course may not be taken during the students first semester.

^F Course only offered during the Fall Semester

^S Course only offered during the Spring Semester