

East Central College

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Division

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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 OPPORTUNITIES

Managers of companies and enterprises had the highest employment rate of all management fields in May 2012. They held 388,240 positions, or 19.38% of the industry employment, per the U.S. Bureau of Labor Statistics.

Earnings for managers vary across the United States. Salaries are dependent upon location, employer and the level of training, experience and/or degrees these professionals have.

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)

ADDITIONAL PROGRAM INFORMATION

Standard Occupational Classification (SOC)
43-3031.00

Tuition and Required Fees
\$3,135 (In-District)
\$4,290 (Out-of-District)

Books and Supplies
\$1,898

ACCOUNTING

CERTIFICATE OF ACHIEVEMENT

Certificate of Achievement Program (33 credit hours)

CERTIFICATE COURSEWORK

COURSE

FS 1000	Campus Orientation/	
FS 1001	Foundation Seminar	
EN 1223/	English Comp I or	
EN 1233	Honors English Comp I	
EN 1403	Technical Writing	
MT 1023	Business Mathematics (or higher)	
AC 1003	Financial Accounting I	
AC 1023	Financial Accounting II	
AC 1022	Payroll Accounting	
AC 1003	Accounting Tech/Quickbooks	
CS 1013/	Survey of Computers & Information	
CS 1003	Systems (preferred) or	
	Microcomputer Applications	
BU 1003	Introduction to Business	
BU 1213	Business Communication	
HI 1000/	Constitutions Study Module	
PS 1000		
	History or Political Science Requirement	
	Total Hours	33

TO CONVERT THIS CERTIFICATE INTO AN ASSOCIATE OF APPLIED SCIENCE DEGREE, STUDENTS WILL NEED:

COURSE

AC 1043	Managerial Accounting	3
AC 2043	Intermediate Accounting I	3
AC 2053	Tax Accounting	3
EC 2103	Principles of Microeconomics or	
EC 2203	Principles of Macroeconomics	3
BU 2033	Legal Environment of Business	3
	Science Requirement (without Lab)	3
AC 2013	Computer Assisted Accounting	3
AC 2073	Cost Accounting	3
BU 2213	Program Capstone-Business	3
Total Credit Hours		27