

Student Name: _____

SID: _____

 Courses may be subject to prerequisites and minimum grade requirements. Check online at www.bellevuecollege.edu/classes/all/

PROGRAM REQUIREMENTS			REQUESTED SUBSTITUTION/TRANSFER CREDIT (if applicable)					
Course	Course Title	Credits	College/University	Course	Credits	Grade	Quarter	Year
CORE COURSEWORK								
ACCT 101*	Applied Accounting I	5						
ACCT 102*	Applied Accounting II	5						
ACCT 135	Business Payroll Tax Accounting	3						
ACCT 160	Washington State: Tax and Audit	3						
ACCT 172	Small Business Computerized Accounting	5						
ACCT 234*	Managerial Accounting	5						
ACCT 245	Accounting Information Systems	5						
ACCT 250	Intermediate Accounting	5						
ACCT 260	Accounting for Not-for-Profit Agencies	5						
ACCT 285	Federal Income Taxes	5						
ACCT 146	10-Key	1						
BTS 165	Business Spreadsheet Analysis & Design	5						
BUS& 201	Business Law	5						
<i>*ACCT&201, 202 and 203 may be substituted for ACCT 101, 102 and 234</i>								
COMMUNICATION								
ENGL& 101	English Composition I	5						
Choose 5 Credits from the following		5						
ENGL 201	The Research Paper (5 Cr)							
ENGL& 235	Technical Writing (5 Cr)							
ENGL 271	Expository Writing (5 Cr)							
QUANTITATIVE								
Choose 5 Credits from the following		5						
MATH 130	Introduction to Statistics (5 Cr)							
Any college-level math of 107 or higher (5 Cr)								
NATURAL SCIENCE, SOCIAL SCIENCE, HUMANITIES								
Choose 10 credits of the following, or AAS-DTA list. One course must meet the Cultural Diversity Requirement (CDR).		10						
BUS& 101	Introduction to Business (5 Cr)							
CES 241	Multicultural Business Consulting (5 Cr)							
CMST 202	Survey of Speech Communication (5 Cr)							
CMST& 210	Interpersonal Communication (5 Cr)							
CMST& 230	Small Group Communication (5 Cr)							
CMST 250	Organizational Communication (5 Cr)							
CMST 280	Intercultural Communication (5 Cr)							
ECON& 201	Microeconomics (5 Cr)							
ECON& 202	Macroeconomics (5 Cr)							

ACCOUNTING AAS-T ELECTIVES								
Choose 10-15 Credits from the following		10-15						
ACCT 240	Computerized Accounting (5 Cr)							
ACCT 272	QuickBooks Certification (2 Cr)							
ACCT 288	Bookkeeping Certification (10 Cr)							
BTS 144	Personal Information Manager (3 Cr)							
BTS 168	Business Data Management Tools (5Cr)							
BTS 265	Advanced Business Spreadsheet Analysis & Design (5 Cr)							
BTS 268	Advanced Business Data Management Tools (5 Cr)							
BUS 120	Organizational Behavior (5 Cr)							
BUS 221	Human Resource Management (5 Cr)							
BUSIT 103	SQL Fundamentals (5 Cr)							
EXPRL 191/2/3	Academic Internship Experience (V 1-5 Cr)							
PROG 160	System Analysis and Design (5 Cr)							
TOTAL		92-97						

Please complete this form prior to meeting with the Program Chair for signature. Completed form must be submitted to the Evaluations/Graduation Office when applying for graduation.

Program Chair: _____

Date: _____

Accounting 2014-2015 Associate in Applied Science-T (continued)

DEGREE REQUIREMENTS

Must earn a cumulative GPA of 2.00 in all coursework taken at BC, and in all courses applied to the degree. A minimum of 30 credits of the total must be completed at BC.

TRANSFER CREDITS

For credits from other institutions, meet with a faculty advisor or curriculum advisor for an initial unofficial transcript review.

For an official review, submit a Petition for Exception to Degree or Certificate Requirements and an official transcript(s) in the prior institution(s) sealed envelope to the Program Chair.

Petition: <http://bellevuecollege.edu/services/>
Program chairs: <http://bellevuecollege.edu/classes/all/>

NON-TRADITIONAL CREDITS

BC awards non-traditional credit for prior learning. Credit may be awarded for work completed in private study, at non-accredited institutions, or for certificate/training. Credit is awarded through examination, evaluation of certification/training, or submission of portfolio or other form of assessment. To apply for the credits, students must be registered at the college for the quarter in which non-traditional credits are requested and have completed ten quarter credit hours at the college. For more information, go to <http://bellevuecollege.edu/enrollment/academic/nontraditional/>

GENERAL EDUCATION REQUIREMENTS

BC General Education requirements embedded in this degree are designed to address areas and specific requirements that ensure that students' learning experiences prepare them to build fulfilling and successful lives as individuals, workers, citizens, and life-long learners.

STAYING ON TRACK

Use Degree Audit to track your progress toward completion of this degree at <http://bellevuecollege.edu/degreeaudit/>

Please refer to <http://bellevuecollege.edu/programs/degrees/> for latest degree updates and further information.

GRADUATION APPLICATION

Students must apply for graduation. Submit your graduation application form two quarters prior to the expected graduation date and pay the application fee.

Application deadlines:

- Fall: June 1
- Winter: October 10
- Spring: December 10
- Summer: March 15

PROGRAM CONTACT INFORMATION

www.bellevuecollege.edu/classes/all/

Accounting

DESCRIPTION

The Associate in Applied Science-T Accounting degree combines technical courses required for job preparation and college-level general education courses. These degrees are designed for the dual purpose of immediate employment and preparation for the junior year in a Washington state bachelor of applied science (BAS) degree program. The AAS-T Accounting degree provides a strong background in accounting, preparing students for a wide range of career options in the accounting field. The degree has the option to earn national certifications as well as several embedded program certificates, while earning the degree.

Learning Outcomes

Degree recipients should possess the skills and abilities described below:

- Correctly use accounting terminology
- Analyze and record financial transactions and properly report financial information
- Use critical thinking skills to identify and solve problems in accounting
- Analyze and record financial transactions using general ledger computerized software for a small-to medium-sized business
- Perform accounting procedures employed in a typical payroll accounting system

ASSOCIATE IN ARTS & SCIENCES DEGREE (DTA)

The Associate in Arts & Sciences Degree Direct Transfer Agreement (DTA) is updated annually on the Bellevue College website at:

https://www.bellevuecollege.edu/worksheets/pdfs/Transfer/AAS_DTA.pdf

CULTURAL DIVERSITY REQUIREMENT (CDR)

One cultural diversity (CD) course must be taken from the list below as part of the Natural Science, Social Science, and Humanities section.

Anthropology (ANTH) 100, 104, 106, 108, 117, 180, 200, 206, 208, 209, 210, 211, 212, 214, 220, 222, 224, 235, 260, 265; **Art** (ART) 103; **Cultural and Ethnic Studies** (CES) 100, 101, 106, 109, 120, 121, 130, 140, 152, 180, 200, 201, 203, 205, 210, 241, 257; **Communication Studies** (CMST) 134, 250, 280; **French** (FRCH) 131, 132, 133, 231, 232, 233; **Geography** (GEOG) 200, 277

Additional cultural diversity courses that do not meet the requirements of the Natural Science, Social Science, Humanities section can be found here:

<http://bellevuecollege.edu/programs/degrees/culturaldiversity/>