



South Central College
Program Design

DIP 2213/3241 Accounting Assistant Diploma

Program Information

Instructional Level Technical Diploma

Career Cluster Business Management and Administration

Description

The Accounting Assistant monitors and controls various types of electronic data processing equipment used to process accounting data. Applications would include automated general ledger and other sub-systems, spreadsheet applications, database management, and the use of graphics. All Accounting Assistant diploma courses can be applied toward an Accountant A.A.S degree.

Program Admission Dates (Fall and/or Spring)

Faribault and North Mankato Campuses

Program Location (North Mankato and/or Faribault)

Faribault and North Mankato Campuses

Program Student Learning Outcomes

- 1 Complete all aspects of the Accounting cycle.
- 2 Analyze, interpret, communicate, and utilize financial information.

Program Configurations

Fall Start

Credits

Technical Course	25
Liberal Arts & Sciences	7
Total Credits	32

Semester 1 Fall

Course #	Course Title	Credits	Function
ACCT 1800	Business Law	3	Technical Course
ACCT 1810	Financial Accounting	4	Technical Course

ACCT 1814	Payroll Accounting	3	Technical Course
ACCT 1834	Computerized Accounting I	3	Technical Course
COMM 110	Public Speaking	3	Liberal Arts & Sciences
ACCT 1870	Professional Accounting Careers	1	Technical Course

Semester 2 Spring

Course #	Course Title	Credits	Function
ACCT 1811	Managerial Accounting	4	Technical Course
ACCT 1835	Computerized Accounting II	3	Technical Course
ACCT 2847	Fraud, Auditing and Internal Controls	4	Technical Course
ACCT2827, 50, 63, 64	Accounting Elective	2	

Semester 3 Summer

Course #	Course Title	Credits	Function
ENGL 100	Composition	4	Liberal Arts & Sciences

Program Course List

Number	Title	Credits	Pre/Corequisites
ACCT 1800	Business Law	3	
ACCT 1810	Financial Accounting	4	None
ACCT 1811	Managerial Accounting	4	ACCT1810 Financial Accounting
ACCT 1814	Payroll Accounting	3	
ACCT 1834	Computerized Accounting I	3	None
ACCT 1835	Computerized Accounting II	3	ACCT1834
ACCT 1870	Professional Accounting Careers	1	
ACCT 2821	Intermediate Accounting I	3	ACCT1810 and ACCT1811 or equivalent as deemed by instructor
ACCT 2827	Principles of Finance	3	ACCT1810
ACCT 2847	Fraud, Auditing and Internal Controls	4	ACCT 1810
ACCT 2850	Accounting Internship	7	Advisor approval
ACCT 2861	Cost Accounting I	4	ACCT1810 and ACCT1811
ACCT 2863	Fund / Non-Profit Accounting	3	
ACCT 2864	Income Tax I	4	No prerequisites are required.
COMM 110	Public Speaking	3	Score of 86 on the Sentence Skills portion of the Accuplacer or ENGL 0090 with a C or higher.

COMM 120	Small Group Communication	3	Completion of READ 0090 with a grade of "C" or higher or a score of 78 or above in reading comprehension on the Accuplacer.
ENGL 100	Composition	4	Next-Generation Accuplacer Reading minimum score of 250 (Classic Accuplacer, minimum of 75) or completion of READ 0090 or EAP 0095 with a C (2.0) or higher.