

Accounting - Accounting Assistant Diploma

Related Programs:

The [Accounting certificate](#) is awarded after successful completion of first semester courses.

The [Accounting Assistant diploma](#) is awarded after successful completion of the first and second semesters courses.

The [Accounting AAS degree](#) is awarded after successful completion of the complete two-year program.

information about the online version of the programs can be found at the links below:

The [Accounting online certificate](#)

The [Accounting Assistant online diploma](#)

The [Accounting online AAS degree](#)

The Accounting program is designed to provide students with the necessary knowledge and skills for entry-level accounting positions. The program will also take the student through balance sheets, financial statements, income tax analysis, and cost accounting.

This program is offered in West Burlington, Keokuk, and online. Keokuk students will be required to enroll in courses at either the West Burlington campus, online, or both to complete this program.

Of the 15 total credits required for Fall Semester, you are required to take ACC-161, ACC-311, and CSC-110 (9 credits). You must also select two additional courses from those listed for Fall Semester (6 credits). If you have no accounting experience, one of those two courses should be ACC-111 along with one other course from the list.

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Where will this take me?

Accounting Clerk
Inventory Clerk
Accounts Payable Clerk
Bookkeeper
Payroll Clerk
Tax Accountant Clerk

Instructor and Staff

Kevin Rosenberg
Professor
(319) 208-5000 ext. 5199

Southeastern Community College values diversity in all its forms. Please visit <https://www.scciowa.edu/non-discrimination-statement.aspx> to view our non-discrimination statement.

For more information about our graduation rates, the median debt of students who completed the program, and other important information, please visit SCC's financial aid website at <http://www.scciowa.edu/admissions/costaid/finaid/gainemp.aspx>

krosenberg@scciowa.edu
BBA, University of Iowa
MA, University of Iowa

West Burlington Campus (Keokuk campus offers select courses)

Program Requirements

Fall Semester	Credit
ACC-161 PAYROLL ACCOUNTING	3
ACC-311 COMPUTER ACCOUNTING	3
CSC-110 INTRODUCTION TO COMPUTERS	3

Take 2 of these courses:

ACC-111 INTRODUCTION TO ACCOUNTING	3
ADM-133 BUSINESS MATH AND CALCULATORS	3
BUS-102 INTRODUCTION TO BUSINESS	3
BUS-121 BUSINESS COMMUNICATIONS	3
BUS-186 BUSINESS LAW II	3
ECN-120 PRINCIPLES OF MACROECONOMICS	3
ECN-130 PRINCIPLES OF MICROECONOMICS	3
ENG-105 COMPOSITION I	3
ENG-106 COMPOSITION II	3
ENG-131 BUSINESS ENGLISH	3
FIN-130 PRINCIPLES OF FINANCE (ONLINE)	3
HUM-287 LEADERSHIP DEVELOPMENT STUDIES	3
MAT-140 FINITE MATH	3
MAT-165 BUSINESS CALCULUS	3
MGT-101 PRINCIPLES OF MANAGEMENT	3
MGT-170 HUMAN RESOURCE MANAGEMENT	3
MKT-110 PRINCIPLES OF MARKETING	3
PSY-111 INTRODUCTION TO PSYCHOLOGY	3
SOC-110 INTRODUCTION TO SOCIOLOGY	3
Semester Total.....	15

Spring Semester	Credit
ACC-142 FINANCIAL ACCOUNTING	3
ACC-261 INCOME TAX ACCOUNTING	3
BCA-157 INTERMEDIATE SPREADSHEETS	3

Take 1 of these courses:

ECN-120 PRINCIPLES OF MACROECONOMICS	3
ECN-130 PRINCIPLES OF MICROECONOMICS	3
MAT-140 FINITE MATH	3
MAT-165 BUSINESS CALCULUS	3
PSY-111 INTRODUCTION TO PSYCHOLOGY	3
SOC-110 INTRODUCTION TO SOCIOLOGY	3

Take 1 of these courses:

ENG-105 COMPOSITION I	3
ENG-106 COMPOSITION II	3
ENG-131 BUSINESS ENGLISH	3
SPC-101 FUNDAMENTALS OF ORAL COMMUNICATION	3
SPC-112 PUBLIC SPEAKING	3
Semester Total.....	15

Program Total..... 30