Online Catalog User Equide



SØUTHEAST TECH



Locating a catalog





There are many features that can help enhance your catalog experience with the online catalog, including the "My Portfolio" option that lets you track policy, program and course information that is specific to you. Please check out our Online Catalog User Guide for more tips.

Notice of Nondiscriminatory Policy:

Student Life

Course Descriptions

Staff 2014-2015

Campus Directory

Archived Catalogs

Campus Map

My Portfolio

Bachelors Degree Transfer Options
Other Programs & Services
Financial Aid Information
Student Conduct

Southeast Tech does not discriminate on the basis of race, color, creed, religion, age, gender (including pregnancy), sexual orientation, disability, national origin or ancestry, military/veteran status, genetic

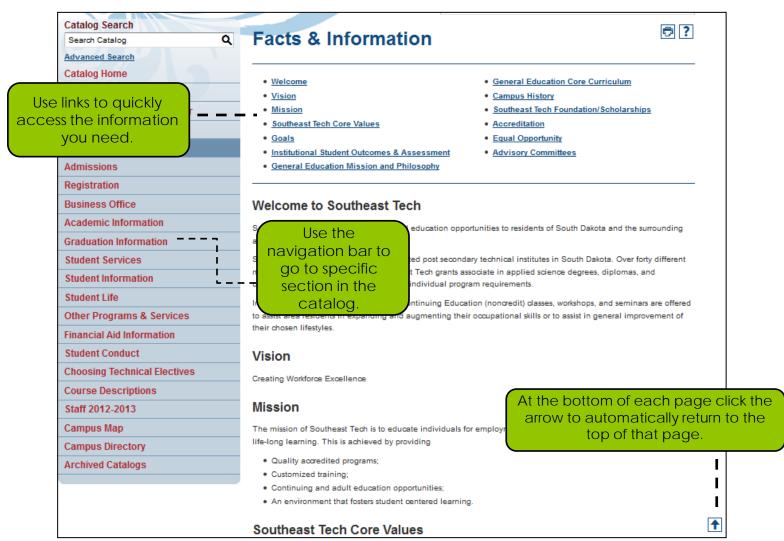
Looking for a previous catalog? Check out our archived catalogs.

Catalog Statement:

This catalog is published by Southeast Technical Institute. Southeast Tech reserves the right to make changes to this catalog/handbook, its requirements, rules, regulations, policies, courses and programs without obligation or prior notice. The courses listed are believed to be accurate at the time of publication and are provided to facilitate academic planning. Published program costs are estimates. These provisions are subject to change without









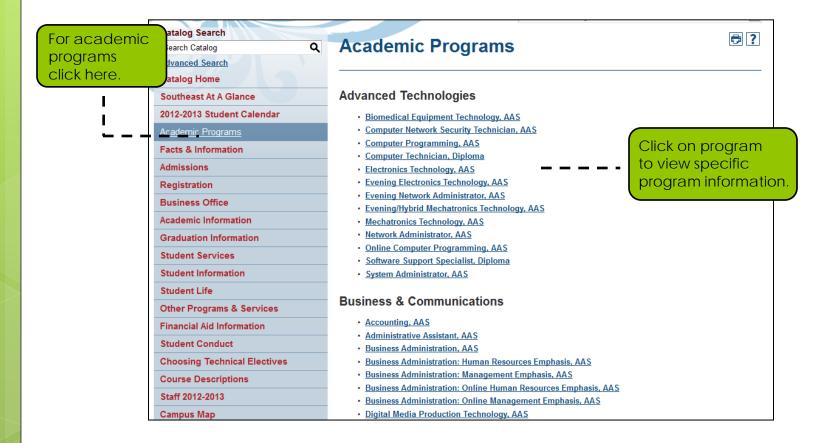
catalog/course search



	Catalog Search				
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	Advanced Search				
	Catalog Home		Search Options		
	Southeast At A Glance		Choose search locations to narrow or expand your search.		
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	Academic Programs		Enter a keyword or phrase. Search Lo		
	Facts & Information			ses [Show prefix list.]	
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catalog User Guide







Catalog User Guide

Program specific information. (Learning Outcomes, curriculum and estimated program fees.)

Accounting, AAS

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Program Curriculum - Total Credits: 67

First Semester - Credits: 16

- . SSS 100 Student Success Seminar 2 cr hrs
- . BUS 101 Introduction to Business 3 cr hrs
- CIS 105 Introduction to Computers 3 cr hrs
- . MATH 101 Intermediate Algebra 4 cr hrs
- . ACCT 210 Principles of Accounting I 4 cr hrs

Second Semester - Credits: 16

- ACCT 211 Principles of Accounting II 4 cr hrs
- ENGL 101T Composition 3 cr hrs
- . BUS 140 Business Law I 3 cr hrs
- . SPCM 101T Fundamentals of Speech 3 cr hrs
- CIS 125 Advanced Microcomputer Applications 3 cr hrs

Third Semester - Credits: 17

- . SOC 150T Social Problems 3 cr hrs
- . ACCT 212 Intermediate Accounting I 4 cr hrs (Fall Only)
- . ACCT 218 Income Tax I 4 cr hrs
- ACCT 223 Financial Management 3 cr hrs
- . PSYC 101T General Psychology 3 cr hrs

Fourth Semester - Credits: 18

- . BUS 130 Business Communications 4 cr hrs
- . ACCT 214 Managerial Accounting 4 cr hrs
- . ACCT 213 Intermediate Accounting II 4 cr hrs
- ACCT 217 Computerized Accounting 3 cr hrs
- . ACCT 237 Payroll 3 cr hrs

Return to: Academic Programs

Accounting is the "language" of business. Whether accountants work for a large business or on personal accounts, they hold a strong appreciation for the intricacies of the business world.

Accountants analyze and interpret financial information, prepare financial statements, conduct audits, design accounting systems, prepare special business and financial studies, prepare forecasts and budgets, and provide tax services.

· Southeast Tech Laptop Required

Also offered as an online program!

Learning Outcomes

Upon completion of an Associate of Applied Science Degree in Accounting, a student will be able to:

Science & Technology

- · Understand basic business structure categories/types. (sole proprietorship, corporation, partnership)
- . Understand basic business legal terms.
- . Use compute ized systems to complete business transactions, prepare financial statements and tax returns.
- · Prepare financial statements.

Estimated total program fees

Tuition	\$ 6,633
Fees	\$ 5,685
Books & Supplies	\$ 2,172
Laptop	\$ 1,325
TOTAL	\$15,815

Return to: <u>Academic Programs</u>

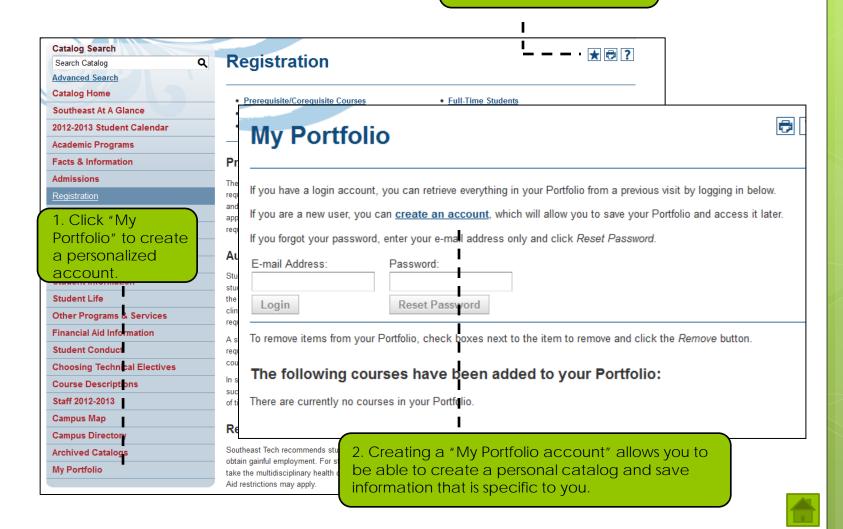






Features

3. Click the star each time you want to add an item to your "My Portfolio" account.







Registration

- Prerequisite/Corequisite Courses
- Auditing
- Recommended Additional Program

Print-friendly icon on every page.

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Prerequisite/Corequisite Courses

The satisfactory completion of a prerequisite course, as defined by the curriculum sheet, or departmental approval, is required before the course with the prerequisite may be taken. Satisfactory completion may vary from course to course and among departments. A student auditing a prerequisite course must receive a "Pass" grade and departmental approval before the course with the prerequisite may be taken. An audit grade cannot be used toward graduation requirements. Corequisite courses must be taken at the same time unless approval is obtained from the department.

Auditing

Students may enroll on an audit basis in any course except as stated below. Standard tuition and fees apply. The student's transcript will identify such courses as being audit courses (AU) with no credit awarded. Students must inform the instructor during the first two weeks of class when auditing a course. Audit status is not available in classes involving clinical assignments or laboratories where waiting lists are established. Audited courses do not count toward graduation requirements

A student who has previously completed a course successfully but chooses to take the course again as an audit will be required to pay the required tuition fee only. Enrollment in the course is subject to room availability. Students taking the course for a letter grade will receive first priority.

In some situations, Southeast Tech instructors and administration may require a student to audit a class the student successfully completed in the past. This generally occurs when students have discontinued their education for a period of time and need to brush up their skill levels. Financial aid is NOT available for audited classes.

Recommended Additional Program Coursework

Southeast Tech recommends students take additional coursework in job skills in order to better enhance their ability to obtain gainful employment. For students interested in the health program fields, Southeast Tech recommends students take the multidisciplinary health course to further their understanding of health careers and health occupations. Financial Aid restrictions may apply.





, Have questions? Need Help?

Click catalog home to get to the catalog homepage from any other page.

