

ACCOUNTING (ACCT)

ACCT C100 3 Units (54 lecture hours)

Introduction to Accounting

Advisory: ENGL C100 or C135 and MATH C030.

Grading Mode: Standard Letter, Pass/No Pass

Transfer Credit: CSU.

Elementary theory and principles of elementary accounting applicable to a single-proprietorship business. Practical application of accounting theory to the accounting cycles of service and merchandising businesses: bookkeeping practice; common debit and credit procedure; books of original entry; ledgers, working papers, adjusting and closing entries; income statement, statement of owners' equity, and balance sheet, cash, payroll, special journals. Recommended for business students needing a bookkeeping foundation before enrolling in ACCT C101, and for retailing, sales and merchandising, and office administration majors. Graded or Pass/No Pass option.

ACCT C101 4 Units (63 lecture hours; 27 lab hours)

Financial Accounting

Advisory: Eligibility for ENGL C100 and MATH C010.

Grading Mode: Standard Letter, Pass/No Pass

Transfer Credit: CSU; UC.

This is the study of accounting as an information system, examining why it is important and how it is used by investors, creditors, and others to make decisions. The course covers the accounting information system, including recording and reporting of business transactions with a focus on the accounting cycle and the application of generally accepted accounting principles, the financial statements, and statement analysis. Students will analyze issues relating to asset, liability, and equity valuation; and revenue and expense recognition, cash flow, internal controls, and ethics and will record financial transactions and interpret financial statements. This course meets the accounting-related or business related course requirements needed to sit for the CPA exam. Graded or Pass/No Pass option. **C-ID:** ACCT 110.

ACCT C102 4 Units (63 lecture hours; 27 lab hours)

Managerial Accounting

Prerequisite(s): ACCT C101 with a grade of C or better.

Advisory: Eligibility for ENGL C100 and MATH C010.

Grading Mode: Standard Letter, Pass/No Pass

Transfer Credit: CSU; UC.

This is the study of how managers use accounting information in decision-making, planning, directing operations, and controlling. Focuses on cost terms and concepts, cost behavior, cost structure, and cost-volume-profit analysis. Includes issues relating to cost systems, cost control, profit planning, and performance analysis in manufacturing and service environments. This course meets the accounting-related or business-related course requirements needed to sit for the CPA exam. Graded or Pass/No Pass option. **C-ID:** ACCT 120.

ACCT C103 4 Units (72 lecture hours)

Federal and California Individual Income Tax Preparation

Advisory: ACCT C100, C101, C130.

Grading Mode: Standard Letter, Pass/No Pass

Transfer Credit: CSU.

Introduction to income taxation. Emphasis on individual taxation, the income tax formula, the expanded tax formula, introduction to Forms 1040/1040SR/540, gross income, inclusions and exclusions, adjustments for adjusted gross income, itemized deductions, self-employed business income, capital gains and losses, and other sales of property, rental property, royalties, and income from flow-through entities, tax credits, payroll taxes, retirement and other tax-deferred plans and annuities, special property transactions, at-risk/passive activity loss rules and the individual alternative minimum tax per Federal and California tax law. This course is certified by the California Tax Education Council (CTEC) as fulfilling the 60-hour qualifying education requirement imposed by the State of California to become a CTEC Registered Tax Preparer. This course also meets the accounting-related or business-related course requirements needed to sit for the CPA exam. Graded or Pass/No Pass option.

ACCT C104 4 Units (72 lecture hours)

Business Taxation

Advisory: ACCT C100 or C101.

Grading Mode: Standard Letter, Pass/No Pass

Transfer Credit: CSU.

Topics will include rules related to the organization, life, and dissolution of corporations, partnerships, S corporations, and LLCs. Tax research and planning issues are considered. Case simulation project similar to the new computerized CPA exam will be required. Graded or Pass/No Pass option.

ACCT C106 2 Units (36 lecture hours)

Excel for Accounting

Grading Mode: Standard Letter, Pass/No Pass

Transfer Credit: CSU.

This course includes a detailed study of accounting using Excel spreadsheet software. Topics include the use of functions and formulas in Excel with emphasis on accounting as a financial analysis tool. Students are expected to have a working knowledge of Windows. Graded or Pass/No Pass option.

ACCT C107 2 Units (27 lecture hours; 27 lab hours)

Accounting with QuickBooks

Advisory: ACCT C100 or C101.

Grading Mode: Standard Letter, Pass/No Pass

Transfer Credit: CSU.

QuickBooks is a complete computerized accounting system for small businesses. Topics include a review of basic accounting concepts, preparation of business reports and graphs, and the creation of a company using QuickBooks accounting. Covers creation and operation of a detailed accounting system for new and existing businesses. Graded or Pass/No Pass option.

ACCT C108 **2 Units (36 lecture hours)**
Tax Return Preparation using Turbo Tax Software
Grading Mode: Standard Letter, Pass/No Pass
Transfer Credit: CSU.

This course introduces students to federal income tax preparation using Tax Return Preparation with Turbo Tax for Windows, the most popular software package for preparing Individual Income Tax Returns (1040). Graded or Pass/No Pass option.

ACCT C111 **2 Units (36 lecture hours)**
Advanced QuickBooks
Advisory: ACCT C107.

Grading Mode: Standard Letter, Pass/No Pass
Transfer Credit: CSU.

Advanced QuickBooks covers planning and budgeting; progress billing/job costing; file importing and exporting; customizing set up; and processing of inventory, payroll, and fixed assets in addition to reports and graphs for merchandising and manufacturing businesses. Graded or Pass/No Pass option.

ACCT C112 **3 Units (54 lecture hours)**
Intermediate Accounting 1
Advisory: ACCT C101.

Grading Mode: Standard Letter, Pass/No Pass
Transfer Credit: CSU.

This course will explore topics such as accounting standards; framework underlying financial accounting; accounting information systems; income statements; balance sheets; statement of cash flows; accounting for the time value of money, cash, and receivables; and valuations of inventory. Graded or Pass/No Pass option.

ACCT C113 **3 Units (54 lecture hours)**
Intermediate Accounting 2
Advisory: ACCT C101.

Grading Mode: Standard Letter, Pass/No Pass
Transfer Credit: CSU.

Foundation acquired in ACCT C101 will be further developed through more detailed principles. Topics covered include acquisition and disposition of property, plant, and equipment; depreciation; impairments and depletion; intangible assets; current liabilities and contingencies; long-term liabilities; stockholders' equity; dilutive securities; earnings per share; and investments. This is the second semester of a three-semester sequence that will explore topics in intermediate accounting. Graded or Pass/No Pass option.

ACCT C114 **3 Units (54 lecture hours)**
Intermediate Accounting 3
Advisory: ACCT C101.

Grading Mode: Standard Letter, Pass/No Pass
Transfer Credit: CSU.

Foundation acquired in ACCT C101 will be further developed through more detailed principles. Topics covered are revenue recognition, accounting for income taxes, accounting for pensions and postretirement benefits, accounting for leases, accounting changes and error analysis, statement of cash flows and full disclosure in financial reporting. This is the third semester of a three-semester sequence that will explore topics in intermediate accounting. Graded or Pass/No Pass option.

ACCT C116 **3 Units (54 lecture hours)**
ACCT for Non-Financial Managers, Entrepreneurs, Business Owners
Grading Mode: Standard Letter, Pass/No Pass
Transfer Credit: CSU.

Basic accounting course for managers and entrepreneurs that provides a foundation in financial analysis, taxes, and decision-making tools. Develops knowledge in determining financing needs and options to facilitate continued operations as well as the future growth of organizations. Graded or Pass/No Pass option.

ACCT C118 **3 Units (54 lecture hours)**
Fundamentals of Auditing
Advisory: ACCT C101.

Grading Mode: Standard Letter, Pass/No Pass
Transfer Credit: CSU.

Topics cover the process of examining and evaluating financial conditions and records. It is designed to provide a basis for an opinion concerning the reliability of the records, as evidenced by a written audit report. Graded or Pass/No Pass option.

ACCT C120 **3 Units (54 lecture hours)**
Advanced Accounting
Advisory: ACCT C101.

Grading Mode: Standard Letter, Pass/No Pass
Transfer Credit: CSU.

Topics cover corporate reporting for segments; interim reporting; accounting for foreign operations; accounting for partnerships; and accounting for government entities, not-for-profit entities, estates, and trusts. Also covered are bankruptcies, equity method, consolidated financial statements, and foreign currency transactions. Graded or Pass/No Pass option.

ACCT C130 1 Unit (18 lecture hours; 0 lab hours)**VITA 1 (Volunteer Income Tax Assistance)****Advisory:** ACCT C103.**Grading Mode:** Standard Letter, Pass/No Pass**Transfer Credit:** CSU.

To enhance each Volunteer Income Tax Assistance (VITA) student's opportunity for success in the field of Accounting by bridging the gap between educational theory and on-the-job practices. Successful completion of VITA 1 course certification in IRS provided online Basic, Advanced, and additional tax courses. The course also includes tax software training that provides skills transferable to the workplace. Graded or Pass/No Pass option.

ACCT C131 0.5 Units (0 lecture hours; 27 lab hours)**VITA 2 (Volunteer Income Tax Assistance)****Prerequisite(s):** ACCT C130 with grade of B or better.**Grading Mode:** Standard Letter, Pass/No Pass**Transfer Credit:** CSU.

To enhance each Volunteer Income Tax Assistance (VITA) student's opportunity for success in the field of accounting by bridging the gap between educational theory and on-the-job practices. Successful completion of the VITA 2 course using IRS provided tax software is through completion of service hours in the VITA program that provides skills transferable to the workplace. Graded or Pass/No Pass option.

ACCT C281 1 Unit (90 other hours)**Work Based Learning****Prerequisite(s):** Be employed or volunteer in a field related to Accounting for 5 hours per week per 1 unit of Work Based Learning.**Co-requisite(s):** Be enrolled in a total of 7 units including Work Based Learning.**Grading Mode:** Standard Letter, Pass/No Pass**Transfer Credit:** CSU.

To enhance each Work Based Learning participant's opportunity for success in the field of Accounting by bridging the gap between educational theory and on-the-job practices through individualized performance objectives related to the student's career or occupational goal in Accounting. Graded or Pass/No Pass option.

ACCT C282 2 Units (180 other hours)**Work Based Learning****Prerequisite(s):** Be employed or volunteer in a field related to Accounting for 5 hours per week per 1 unit of Work Based Learning.**Co-requisite(s):** Be enrolled in a total of 7 units including Work Based Learning.**Grading Mode:** Standard Letter, Pass/No Pass**Transfer Credit:** CSU.

To enhance each Work Based Learning participant's opportunity for success in the field of Accounting by bridging the gap between educational theory and on-the-job practices through individualized performance objectives related to the student's career or occupational goal in Accounting. Graded or Pass/No Pass option.

ACCT C283 3 Units (270 other hours)**Work Based Learning****Prerequisite(s):** Be employed or volunteer in a field related to Accounting for 5 hours per week per 1 unit of Work Based Learning.**Co-requisite(s):** Be enrolled in a total of 7 units including Work Based Learning.**Grading Mode:** Standard Letter, Pass/No Pass**Transfer Credit:** CSU.

To enhance each Work Based Learning participant's opportunity for success in the field of Accounting by bridging the gap between educational theory and on-the-job practices through individualized performance objectives related to the student's career or occupational goal in Accounting. Graded or Pass/No Pass option.

ACCT C284 4 Units (360 other hours)**Work Based Learning****Prerequisite(s):** Be employed or volunteer in a field related to Accounting for 5 hours per week per 1 unit of Work Based Learning.**Co-requisite(s):** Be enrolled in a total of 7 units including Work Based Learning.**Grading Mode:** Standard Letter, Pass/No Pass**Transfer Credit:** CSU.

To enhance each Work Based Learning participant's opportunity for success in the field of Accounting by bridging the gap between educational theory and on-the-job practices through individualized performance objectives related to the student's career or occupational goal in Accounting. Graded or Pass/No Pass option.