

Program Information

This program is designed for possible employment at the associate-degree level. For assistance in program planning, or to explore additional transfer options, students should schedule a time to meet with an academic advisor. This degree may transfer in part or in its entirety to baccalaureate institutions. Students should meet with a representative of the transfer institution when planning their program.

Program Goals

By completing this program, students will achieve the following learning goals:

1. Prepare journal entries and financial statements.
2. Use critical thinking skills to analyze and solve business problems.
3. Appropriately use technology to solve business problems.
4. Demonstrate effective business communication skills.

Developmental Courses

Some students may need preparatory courses in the areas of English, mathematics or reading. Courses numbered below 1000 will not apply toward this degree.

Completion Requirements

- A minimum of 60 semester credits in courses numbered 1000 or above.
- A minimum cumulative grade point average (GPA) of 2.0 in courses numbered 1000 or above at ARCC.
- Satisfy residency requirements. See page 26.
- A minimum grade of C must be earned in all program requirements
- All accounting and computing courses should be completed within seven years.
- Completion of specific degree requirements.
- To receive your diploma, you must apply to graduate.
- The requirements of this program are subject to change without notice.

Program Requirements: 30 credits

ARCC courses:

☐ BUS 1104	Written Business Communication	3
☐ BUS 1112	Computer Concepts and Applications	3
☐ BUS 1125	Financial Accounting	4
☐ BUS 1130	Accounting Fundamentals	1
☐ BUS 1140	Applied Accounting.....	1
☐ BUS 2126♦	Managerial Accounting.....	4
☐ ECON 2206	Principles of Microeconomics.....	3
☐ MATH 1110♦	Introduction to Statistics.....	3

Select either **Option A** or **Option B**:

Option A

Any eight credits of upper-division accounting courses at a bachelor's degree-granting institution.

Note: Agreements exist with Metropolitan and Bemidji State Universities whereby ARCC students may enroll in accounting courses offered by those institutions in order to complete the requirements of this degree. Metropolitan or Bemidji State University tuition and fee rates apply.

Metropolitan State University courses taught at ARCC:

- ☐ ACCT 310♦♦ Financial Reporting..... 4
 - ☐ ACCT 520♦♦ Advanced Strategic Management Accounting 4
- Many upper-division accounting courses are offered online by Bemidji State University (as its accounting degree may be completed entirely online).**

Option B

Four credits of BUS 2233 at Anoka-Ramsey and four credits of upper division accounting.

- ☐ BUS 2233*—Intermediate Accounting (4 cr) completion of this course will generally transfer as an elective.
- ☐ Any 4 credits of upper-division accounting courses at a bachelor's degree-granting institution.

Additional coursework/experience in electronic spreadsheet skills (such as BUS 1143) is strongly recommended.

General Education/MnTC Requirements: 30 credits

Complete at least 30 credits in courses from the Minnesota Transfer Curriculum (MnTC), including all courses listed. You must complete at least one course in six of the ten goal areas. One course may satisfy more than one goal area, but the course credits may be counted only once. Underlined courses are required to meet Metropolitan State University transfer requirements.

- ☐ 1. Communication
 - ☐ ENGL 1120 **OR** ENGL 1121♦ 4
 - ☐ CMST 1110 **OR** CMST 2220..... 3
- ☐ 2. Critical Thinking
- ☐ 3. Natural Science
- ☐ 4. Mathematical/Logical Reasoning
 - ☐ MATH 1200♦..... 3
- ☐ 5. History/Social/Behavioral Sciences
 - ☐ A. ECON 2205 3
 - ☐ B. Also select one course in HIST/POLS/ANTH/PSYC/SOC (PSYC 1110 is recommended)
- ☐ 6. Humanities/Fine Arts
- ☐ 7. Human Diversity
- ☐ 8. Global Perspective
- ☐ 9. Ethical/Civic Responsibility
- ☐ 10. People and the Environment

♦ **Course has a prerequisite. Prerequisites are listed on course schedule and in ARCC Catalog Course Descriptions pages.**

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NOTE: You are encouraged to contact an academic advisor, at 763-433-1230 for course planning assistance and information about transfer credit evaluation and transfer options.