



ACCOUNTING

ACCOUNTING *(See Business)*

Associate in Science (Transfer)

- Associate in Science
- Certificate of Achievement
- Associate in Science Degree
- Certificate of Achievement
- Proficiency Award
- Proficiency Award
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60 Units (Business Administration)

- 19-20 Units (Accounting)
- 19-20 Units
- 21 Units (Business Management)
- 21 Units
- 16 Units (Administrative Assistant)
- 14 Units (Bookkeeping)
- 12 Units (Medical Insurance Billing)
- 4 Units (Reception Skills)

A study in accounting leads to a variety of opportunities in organizations in the public and private sectors of the economy. Upon completion of the associate degree, students will be able to understand an understanding of basic accounting procedures, analyze, process and prepare financial information within established normal and computerized protocols, and interpret and present financial information. Upon completion, they will be able to transfer to a baccalaureate program or possess the rudimentary information to start their own business.

JOB TITLES	AVERAGE SALARY	PROJECTED JOBS	PROJECTED GROWTH
Accountant/Auditor Analyze financial information and prepare financial reports to determine or maintain record of assets, liabilities, profit and loss, tax liability or other financial activities within an organization. Analyze business operations, trends, costs, revenues, financial commitments and obligations to project future revenues and expenses. Accountants ensure that financial records are accurate and taxes are paid properly and on time. Auditors inspect account books and accounting systems for efficiency, effectiveness and use of accepted accounting procedures. They discuss financial and regulatory matters with company officials. Develop, implement, modify and document recordkeeping and accounting systems, using current technology.	\$31.29/hr.-\$65,080	544,200	+8-14%
Payroll Accountant Advise regarding organization's compensation, health care benefits, and design of accounting and data processing systems. Prepares periodic reports comparing budgeted costs to actual costs. Examine, analyze and interpret payroll accounting records to prepare financial statements. Perform any combination of routine calculating, posting, and verifying duties to obtain primary financial data for use in maintaining accurate payroll and accounting records.	\$30.55/hr.-\$63,550	1,275,400	+13%
Budget Analyst Budget analysts direct the preparation of regular and special budget reports. They examine budget estimates for completeness, accuracy and conformance with procedures and regulations. Analysts review budgeting and accounting reports and perform cost-benefit analyses to compare operating programs, review financial requests, and explore alternative financing methods.	\$33.71/hr.-\$70,110	28,500	+3-7%