Accounting

ACTG 100 ACCOUNTING PROCEDURES
Introduction to financial accounting procedures for proprietorships in service and merchandising operations. Instruction in manual and computerized accounting systems with hands-on computer experience. Letter Grade Only. Degree Credit.

Units: 3
Hours/semester: 48-54 Lecture; 16-18 TBA; 80-90 Homework
Recommended: Eligibility for ENGL 846 or ESOL 400, or equivalent. Completion of MATH 110, or MATH 111 and MATH 112, with a grade of C or better, or equivalent.
Transfer Credit: CSU

ACTG 103 TEN-KEY SKILLS
Development of speed and accuracy using the ten-key pad on a computer keyboard for the four basic functions of addition, subtraction, multiplication, and division. Pass/No Pass Only. Degree Credit.

Units: 0.5
Hours/semester: 8-9 Lecture; 16-18 TBA
Transfer Credit: CSU

ACTG 121 FINANCIAL ACCOUNTING
Students taking their first course in accounting are strongly encouraged to complete ACTG 100 before enrolling in ACTG 121. Explores what financial accounting is, why it is important, and how it is used by investors and creditors to make decisions. Covers the application of generally accepted accounting principles, the classified financial statements, and statement analysis. Includes issues relating to asset, liability, and equity valuation; revenue and expense recognition; cash flow; internal controls; and ethics. Letter Grade Only. Degree Credit.

Units: 4
Hours/semester: 64-72 Lecture; 16-18 TBA; 112-126 Homework
Recommended: Eligibility for ENGL 846 or ESOL 400, or equivalent. ACTG 100 or equivalent; and BCM. 225 or equivalent.
Transfer Credit: CSU, UC
C-ID: ACCT 110

ACTG 131 MANAGERIAL ACCOUNTING
Examination of how managers use accounting information in decision-making, planning, directing operations, and controlling in an ethical environment. Focus on cost terms and concepts, cost behavior, cost structure, and cost-volume-profit analysis. Examination of profit planning, standard costs, operations and capital budgeting, cost control, and accounting for costs in manufacturing organizations. Letter Grade Only. Degree Credit.

Units: 4
Hours/semester: 64-72 Lecture; 16-18 TBA; 112-126 Homework
Prerequisites: ACTG 121 or equivalent.
Recommended: BCM. 225 or equivalent.
Transfer Credit: CSU, UC

ACTG 144 QUICKBOOKS: SET-UP AND SERVICE BUSINESS
Development and operation of a computerized accounting system using QuickBooks and QuickBooks Pro for the Service Business. Grade Option (Letter Grade or Pass/No Pass). Degree Credit.

Units: 1.5
Hours/semester: 24-27 Lecture; 48-54 Homework
Recommended: Eligibility for ENGL 846 or ESOL 400, or equivalent.
Transfer Credit: CSU

ACTG 145 QUICKBOOKS: PAYROLL AND MERCHANDISING BUSINESS
Set up and maintenance of a computerized financial accounting system using the advanced features of QuickBooks Pro, along with coverage of payroll and the merchandising business. Grade Option (Letter Grade or Pass/No Pass). Degree Credit.

Units: 1.5
Hours/semester: 24-27 Lecture; 48-54 Homework
Recommended: Eligibility for ENGL 846 or ESOL 400, or equivalent. ACTG 144 or equivalent.
Transfer Credit: CSU

ACTG 151 INTERMEDIATE ACCOUNTING I
The first in a series of three intermediate financial accounting courses. Application of Generally Accepted Accounting Principles (GAAP) and International Financial Reporting Standards (IFRS). Topics include processing
and reporting financial transactions and information relating to the content and structure of financial statements and related notes, revenues and expenses recognition, time value of money and its application in an accounting framework, and analysis of current assets and current liabilities. NOTE: This course is intended for students who hold a Bachelor's degree and who need the course to meet the CPA exam coursework requirement or Advanced Accounting Certificate. Accounting majors who intend to transfer to UC or CSU should take this course at their transfer school. [CPE Hours: CPA, 45 hours]. Letter Grade Only. Degree Credit.

Units: 3
Hours/semester: 48-54 Lecture; 96-108 Homework
Prerequisites: ACTG 121 or equivalent.
Transfer Credit: CSU

**ACTG 152 INTERMEDIATE ACCOUNTING II**

The second in a series of three intermediate financial accounting courses. Application of Generally Accepted Accounting Principles (GAAP) and International Financial Reporting Standards (IFRS). Topics acquisition and disposal of plant assets, intangible assets, long-term liabilities and leases. This course is intended for students who hold a Bachelor's degree and who need the course to meet the CPA exam coursework requirement or Advanced Accounting Certificate. Accounting majors who intend to transfer to UC or CSU should take this course at their transfer school. [CPE Hours: CPA, 45 hours]. Letter Grade Only. Degree Credit.

Units: 3
Hours/semester: 48-54 Lecture; 96-108 Homework
Prerequisites: ACTG 121 or equivalent.
Recommended: ACTG 151
Transfer Credit: CSU

**ACTG 153 INTERMEDIATE ACCOUNTING III**

The third in a series of three intermediate financial accounting courses. Application of Generally Accepted Accounting Principles (GAAP) and International Financial Reporting Standards (IFRS). Topics include revenue recognition, valuation of stockholders’ equity, earnings per share, derivatives, income taxes, pensions and post-retirement benefits, and share-based compensation. This course is intended for students who hold a Bachelor's degree and who need the course to meet the CPA exam coursework requirement or Advanced Accounting Certificate. Accounting majors who intend to transfer to UC or CSU should take this course at their transfer school. [CPE Hours: CPA, 45 hours]. Letter Grade Only. Degree Credit.

Units: 3

**ACTG 154 GOVERNMENTAL AND NONPROFIT ACCOUNTING**

Study of the theory and practice of accounting for local and state government entities and nonprofit agencies. Topics include analysis and application of pronouncements from the Governmental Accounting Standards Board (GASB); fund accounting, operational and cash budgeting, and operational control issues; transaction analysis, financial statement preparation and analysis, and external reporting issues. This course is intended for students who hold a Bachelor's degree and who need the course to meet the CPA exam coursework requirement or Advanced Accounting Certificate. Accounting majors who intend to transfer to UC or CSU should take this course at their transfer school. [CPE Hours: CPA, 45 hours]. Letter Grade Only. Degree Credit.

Units: 3
Hours/semester: 48-54 Lecture; 96-108 Homework
Prerequisites: ACTG 121 or equivalent.
Transfer Credit: CSU

**ACTG 155 COST ACCOUNTING**

Study of the theory and practice of managerial cost accumulation concepts and techniques for product and service costing, planning and control. Special emphasis will be placed on the use of cost accounting information for decision-making and the preparation, analysis and use of cost accounting information. Topics include cost volume profit analysis, cost accumulation techniques, decentralization, transfer pricing, capital budgeting, cost allocation, budgeting, statistical cost estimation. Managerial uses of information for planning, control, and performance evaluation. This course is intended for students who hold a Bachelor's degree and who need the course to meet the CPA exam coursework requirement or Advanced Accounting Certificate. Accounting majors who intend to transfer to UC or CSU should take this course at their transfer school. [CPE Hours: CPA, 45 hours]. Grade Option (Letter Grade or Pass/No Pass). Degree Credit.

Units: 3
Hours/semester: 48-54 Lecture; 96-108 Homework
Prerequisites: ACTG 131 or equivalent.
Transfer Credit: CSU
ACTG 156 INTERNATIONAL ACCOUNTING
Explore and analyze the differences in financial reporting under U.S. GAAP, International Financial Reporting Standards (IFRS) and other accounting systems, such as Chinese accounting system. Topics include accounting issues related to international business activities and foreign operations, strategic accounting issues of multinational companies, corporate governance, and corporate social responsibility reporting. This course is intended for students who hold a Bachelor's degree and who need the course to meet the CPA exam coursework requirement or Advanced Accounting Certificate. Accounting majors who intend to transfer to UC or CSU should take this course at their transfer school. [CPE Hours: CPA, 45 hours] Letter Grade Only. Degree Credit.
Units: 3
Hours/semester: 48-54 Lecture; 96-108 Homework
Prerequisites: ACTG 121 or equivalent.
Transfer Credit: CSU

ACTG 158 FINANCIAL STATEMENT ANALYSIS
Effective and efficient research, interpretation and analysis of financial statements and other financial information. [CPE Hours: CPA, 45 hours]. Letter Grade Only. Degree Credit.
Units: 4
Hours/semester: 64-72 Lecture; 128-144 Homework
Prerequisites: ACTG 121 or equivalent.
Transfer Credit: CSU

ACTG 159 ACCOUNTING ETHICS
The study of ethical problems that arise within the contexts of the accounting profession. Topics include major ethical theories and the professional code of conduct for accountants, auditors, and tax preparers. The course is intended to meet the education requirement to sit for the CPA exam and also meets the California Board of Accountancy accounting ethics course requirement for CPA licensure. [CPE Hours: CPA, 48 hours] Letter Grade Only. Degree Credit.
Units: 3
Hours/semester: 48-54 Lecture; 96-108 Homework
Transfer Credit: CSU

ACTG 169 ACCOUNTING ETHICS
Preparation of Federal and California income tax returns for individuals; basic income tax law, theory and practice. Students who successfully complete this course may apply to the California Tax Education Council (CTEC) to become a Registered Tax Preparer in California. Grade Option (Letter Grade or Pass/No Pass). Degree Credit.
Units: 4
Hours/semester: 64-72 Lecture; 16-18 TBA; 112-126 Homework
Recommended: Eligibility for ENGL 846 or ESOL 400, or equivalent. Completion of MATH 110, or MATH 111 and MATH 112, with a grade of C or better, or equivalent.
Transfer Credit: CSU

ACTG 169 BUSINESS INCOME TAXES
Preparation of Federal and California income tax returns for corporations, partnerships and sole proprietorships. Completion of ACTG 172 will enable students to complete most tax returns required of professional tax preparers. Letter Grade Only. Degree Credit.
Units: 4
Hours/semester: 64-72 Lecture; 16-18 TBA; 112-126 Homework
Recommended: ACTG 100 or ACTG 121 or equivalent; and ACTG 171 or equivalent.
Transfer Credit: CSU

ACTG 170 VOLUNTEER INCOME TAX PREPARATION
Preparation of Federal and California income tax returns and use of tax preparation software. Topics include Capital Gains and Losses, Business Income and Expenses, the Earned Income Tax Credit (EITC), Child Tax Credit, Child and Dependent Care Credit, filing status, dependency exemptions, basic deductions, and adjustments. Students serve in the Volunteer Income Tax Assistance (VITA) program and prepare income tax returns for qualifying individuals at no cost. Skyline VITA volunteers receive 32 hours of instruction and prepare income tax returns for 24 hours at the Skyline VITA site. Pass/No Pass Only. Degree Credit.
Units: 2.5
Hours/semester: 32-36 Lecture; 24-27 Lab; 64-72 Homework
Transfer Credit: CSU

ACTG 171 FEDERAL INCOME TAX
Preparation for the IRS Enrolled Agent exam, known as the SEE (Special Enrollment Exam). Topics include taxation of individuals, inheritance, gifts, estates; taxation of small businesses, partnerships, farmers, C corporations, S corporations; taxation of not-for-profit entities, foreign
corporations, and retirement plans. Other topics include fiduciary tax returns, determination of tax-exempt status, practice before the IRS and tax prepare rules. Course content will be adjusted to reflect changes in the SEE. [CPE Hours: CPA, CTEC 48 Fed] Grade Option (Letter Grade or Pass/No Pass). Degree Credit.

Units: 3
Hours/semester: 48-54 Lecture; 96-108 Homework
Recommended: ACTG 121 and ACTG 172 or equivalent.
Transfer Credit: CSU

ACTG 179 TAXATION OF TRUSTS, GIFTS AND ESTATES
Preparation of Federal and California income tax returns for trusts, estates, and gifts. Topics include income tax law, theory, and practice, and preparation of Forms 1041 (Fiduciary), 706 (Estate) and 709 (Gift) and the related California tax forms. This course is part of the Enrolled Agent Exam Preparation Certificate and the CPA Exam Preparation Series. [CPE Hours: CPA, EA, CTEC 48 Fed] Grade Option (Letter Grade or Pass/No Pass). Degree Credit.

Units: 3
Hours/semester: 48-54 Lecture; 96-108 Homework
Recommended: ACTG 121 and ACTG 171 and ACTG 172 or equivalent.
Transfer Credit: CSU

ACTG 665 SELECTED TOPICS IN ACCOUNTING
Short course used to introduce, develop or review accounting and/or financial topics related to financial planning. Focus on a variety of topics, such as basic accounting skills, introduction to current accounting and financial software applications, upgrades to accounting software, and other related financial planning and budgeting topics. Grade Option (Letter Grade or Pass/No Pass).

Units: 0.5 - 3
Hours/semester: 8-54 Lecture; 16-54 TBA; -54 Homework
Recommended: Satisfactory completion of, or concurrent enrollment in, ADMJ 100 or equivalent.
Transfer Credit: CSU

ACTG 670 VOCATIONAL COOPERATIVE EDUCATION IN ACCOUNTING
Students may receive credit for work experience related to their major field or to their established career goal. Seminars and individual conferences are scheduled at convenient times during the semester for the instructor and the student to establish learning objectives related to the student's employment. Students are given appropriate assignments related to the stated objectives and graded in accordance with the college's established grading system. As an alternative, related instruction classes meeting one hour per week, usually in the evening, are available for those students who prefer or need a more structured learning process. One unit of credit for each 75 hours worked per semester, with a maximum of four units per semester, may be earned by students with jobs related to their academic or occupational majors or goals. May be repeated for credit up to 16 units. This limitation applies to Occupational Cooperative Education work experience courses offered within the SMCCCD. Pass/No Pass Only. Degree Credit.

Units: 2
Hours/semester: 150 Work Experience
Prerequisites: Permission of the Cooperative Education Office, concurrent enrollment in a planned vocational program, and employment in a college-approved job directly related to the student's academic major.
Transfer Credit: CSU